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AUTHOR Cole, Lucy; Fraser, Ruth
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ABSTRACT

The Columbia County Public Library (Lake City, Florida) conducted a project that involved recruitment, retention, public awareness, training, basic literacy, collection development, tutoring, computer-assisted, other technology, intergenerational/family, and English as a Second Language (ESL) programs. The project served a community of 25,000-50,000, and targeted workforce/workplace learners, seniors/older citizens, and intergenerational/families. Tutoring was done one-on-one, using the Laubach and Literacy Volunteers of America (LVA) methods. The project served 160 adult learners and provided 3,000 hours of direct tutoring service. The report provides a comparison of actual accomplishments to goals and objectives set forth in the grant application; comparison between proposed and actual expenditures; specific details of activities undertaken; the role the library played in the accomplishment of the goals and objectives; agencies and organizations that assisted in the project; and the impact of the federal project on the ongoing program of the library. Attachments include: tutor session record form, promotional materials, newsletters, program brochures, Columbia Literacy Council Board members, literacy statistics, and a videotape. (SWC)

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**Columbia County Public Library, Final Performance
Report for Library Services and Construction Act
(LSCA) Title VI, Library Literacy Program**

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IR

Part I

Final Performance Report
for
Library Services and Construction Act
Title VI
Library Literacy Program

Columbia County Public Library
490 N. Columbia Street
Lake City, FL 32055

Lucy Cole
Interim Library Director
904 758-2101

Ruth Fraser
Literacy Coordinator
904-758-2111

Grant Number R 167A 20528

Amount Awarded \$25346.

Actual Amount Expended \$24556.67
Title VI funds only

Part II: Quantitative Data

Provide the following information about this project by filling in the blanks or putting a checkmark next to the answer that best describes your project. If any of the questions are not relevant to this project, write N/A.

1. What is the size of the community served by this project?

- ☐ under 10,000
- ☐ between 10,000 - 25,000
- ☒ between 25,000 - 50,000
- ☐ between 50,000 - 100,000
- ☐ between 100,000-200,000
- ☐ over 200,000

2. What type of project was this? (Check as many as applicable)

- | | |
|--|--|
| ☒ Recruitment | ☒ Collection Development |
| ☒ Retention | ☒ Tutoring |
| ☐ Space Renovation | ☒ Computer Assisted |
| ☐ Coalition Building | ☒ Other Technology |
| ☒ Public Awareness | ☐ Employment Oriented |
| ☒ Training | ☒ Intergenerational/Family |
| ☐ Rural Oriented | ☒ English as a Second Language (ESL) |
| ☒ Basic Literacy | |
| ☐ Other (describe) _____ | |

3. Did you target a particular population? (Check as many as applicable)

- | | |
|---|--|
| ☐ Homeless | ☐ Homebound |
| ☐ Hearing Impaired | ☒ Seniors/Older Citizens |
| ☐ Visually Impaired | ☐ Migrant Workers |
| ☐ Learning Disabled | ☐ Indian Tribes |
| ☐ Mentally Disabled | ☒ Intergenerational/Families |
| ☒ Workforce/Workplace | ☐ English as a Second Language |
| ☐ Inmates of Correctional Institutions | |
| ☐ Other (describe) _____ | |

4. If this project involved tutoring, what tutoring method was used?

- | | | |
|---|---|--|
| ☒ Laubach | ☒ LVA | ☐ Michigan Method |
| ☐ Orton-Gillingham | ☐ Other (describe) _____ | |

5. If this project involved tutoring, how was it provided? (check as many as applicable)

☒ one-on-one tutoring ☐ small group instruction
☐ classroom instruction

- 6.(a) If this project involved tutoring, was the learning progress of the adult literacy students quantitatively measured? ☒ yes ☐ no

(If "yes", identify any tests, questionnaires, or standard methods used and summarize student results.)

Laubach Way to Reading

Checkups for Skill Book 1

5 students completed

Checkups for Skill Book 2

5 students completed

Checkups for Skill Book 3

4 students completed

Two students currently working on GED

- 6.(b) If this project involved tutoring, were qualitative outcomes of student progress documented? ☒ yes ☐ no

(If "yes", briefly describe how progress was determined and summarize student results. You may attach samples of any documents used to record observations or demonstrate outcomes.)

Observations by tutors and/or literacy coordinator noted increased self-esteem as students became more open and less secretive about their "tutoring." Students check out books for their children. One student had her poem published in local paper and Florida Literacy Coalition Network. Math student is now helping others in his ABE class. Present students encourage other non-reading adults to come for tutoring.

7. During the course of this project were any of the following items produced? If so, attach a copy to each copy of the report.

☐ bibliography	☒ resource directory
☐ curriculum guide	☐ evaluation report
☐ training manual	☐ survey
☒ public relations audiovisual	☒ newsletter(s)
☐ training audiovisual	☐ other (describe)
☒ recruitment brochure	_____

8. During the course of this project:

How many adult learners were served? (i.e., individuals who made use of the library's literacy project services in some way) 160
Of those served, how many received direct tutoring service? 68
How many hours of direct tutoring service did they receive? 3 200
How many new volunteer tutors were trained? 11
How many current volunteer tutors received additional training? 24
How many volunteer tutors (total) were involved? 41
How many non-tutor volunteers were recruited? 25
How many service hours were provided by non-tutors? 300
How many librarians were oriented to literacy methods, materials, and students? 2
How many trainers of tutors were trained? 1 in process

Part III: Narrative Report

Provide a narrative report that includes the following information:

1. A comparison of actual accomplishments to the goals and objectives set forth in the approved application. Describe any major changes or revisions in the program with respect to approved activities, staffing, and budgeting, including unspent funds. Explain why established goals and objectives were not met, if applicable.
2. Provide a comparison between proposed and actual expenditures by budget category, i.e., personnel, travel, materials, etc.
3. Provide, as appropriate, specific details as to the activities undertaken – e.g., if library materials were acquired, describe the kinds of materials purchased; if a needs assessment was conducted, describe the results of the assessment; if training was provided, describe the training and include the dates and topics; if services were contracted out, describe the contractor's activities.
4. Describe the role the library has played in the accomplishment of the goals and objectives set forth in the approved grant, including whether the library was involved in the project's implementation or as a resource and site only.
5. Provide names of agencies and organizations recruited to volunteer their services for the literacy program or that were involved in the coordination and planning of the literacy program. Describe the nature of their role.

6. Provide the names and locations of libraries and other sites whose facilities were used for this project.
7. Describe the impact of the Federal project on the ongoing program of the grantee.

Note: Narrative reports are not expected to exceed 20 double-spaced typewritten pages.

[Further monies or other benefits may, but not necessarily, be withheld under these programs unless these reports are completed and filed as required by existing law and regulations (20 U.S.C. 351 et seq.; 34 CFR Parts 75 and 77).]

Part III

Narrative Report

1. GOALS OF THE LIBRARY

To become the lifelong center for learning and information with a strong emphasis on recreational reading for all ages.

To give the best possible service to meet the informational and recreational needs of all residents.

To make library users out of non users.

OBJECTIVES:

1. To reduce the rate of illiteracy in Columbia County.

The literacy program provides one on one tutoring to as many residents who avail themselves of the opportunity. We provide information by having available books, magazines, videos and software on Macintosh computers. There were 68 new readers who applied for tutoring this project year. Nearly half that number dropped out shortly after being placed with a tutor. But I feel these adults know how to get help if and when they decide to try again. There have been five or six who have come back.

The project proposal stated that two (2) tutor training workshops would be held during the grant period. Dates were March 23, 25, 30 & 31, 1993 and also on September 11 and 18, 1993. Eleven new tutors were trained in the spring, 1993. The proposed September date had to be held on October 23 & 30 due to a change in the trainer's schedule. However, the planning took place during the grant period and 16 tutors were trained in October, 1993.

Materials purchased during this year included nearly 100 sets of books with cassette tapes (mostly Sundown series from Laubach), five copies each of 10 different software for computers, five consumer basic skills disks, five family and parenting relationships disks, 23 math videos (15 from KET called Math Basics and eight from Video Resources on basic mathematical skills) set of Reading (tutor training videos) from Literacy Volunteers of America, Job and Career Box and nearly 200 Laubach workbooks for tutor training and student use.

2. To give the illiterate the best chance they have of improving their lives by helping them learn to read, write and comprehend basic arithmetical computations.

We offered math tutoring. A teacher trained and experienced in accounting volunteered to meet with students one night a week. She worked with two students each week. During the grant timeline she tutored a total of four different new readers.

We also held a math workshop for tutors in January, 1993. It was offered at two different times, one during the day and the other early evening, in order to

reach as many tutors as possible. Sixteen tutors attended one of the math workshops.

A computer workshop was held at two different times to assist tutors in the use of math, spelling and reading programs on the lap top computers. These portable computers are available for tutors to check out and/or use during tutoring sessions. Several tutors have taken them home in order to become more familiar with the programs and to assist in tutoring students at other locations. Three of the tutorial rooms have computers in them. Easy math and spelling programs are installed on these computers plus other software is located close by. Eleven tutors took one of the computer workshops.

The literacy coordinator interviews and gives a simple 'test' to each new student during the first meeting and keeps records on the progress of the student and tutor. During the approximate 30 - 45 minute private interview she asks questions concerning level of education and also why the student feels they did not learn to read while in school. This last question reveals to a degree whose fault or responsibility it is or was that they did not succeed. Often the student had family obligations or they moved frequently and some remark they didn't pay attention in school. Others say teachers didn't help or care. Attitude is vital and those who are sincere and accept the fact that they have to work to learn stay with the program. The student is often placed in an easier book than they may need. This encourages them to a degree since they succeed quickly and also realize they do know more than they thought they did. The tutors are trained to praise, encourage and challenge their students.

3. *To provide non-threatening learning situations for functionally illiterate adults.*

The coordinator schedules interviews and beginning sessions here at the library. All tutoring is done on a one to one basis which usually puts the non-reading adult more at ease. We have available three tutorial rooms here in the library and also space at the branch library in Fort White. In addition to the computers the rooms also house TV/VCRs for viewing literacy videos designed to supplement their reading and math skills. Many of the videos, especially math ones, are checked out for use at home. The cassette recorders/players are available for tutor and student checkout along with books and tapes.

4. *To provide space dedicated specifically for tutoring.*

We have three tutorial rooms here in the library and in addition two other rooms which can be used for private tutoring. There is also space at the branch library in Fort White. Two students are presently being tutored at their worksite, Department of Transportation.

5. *To increase the visibility of the library as the center and coordinator of literacy efforts by all community groups.*

The literacy coordinator and several volunteer tutors assisted in distributing flyers, posters and FREE Learn to Read coupons to various locations in the city. HRS, food stamp office, health department, job service, social security office, Medicaid office, armed forces recruiting, drivers license bureau, Council on Aging, Suwannee River Economic Council commodities program, and two local schools in the area plus the Fort White branch of the library are sites where this publicity is

displayed, as well as in the main library. These locations have helped to increase the visibility of the library as the center and coordinator of literacy efforts for all community groups.

Seven public service announcements were produced by a speech class at the local community college. These were seen on two local cable channels, CNN and ESPN, during the late summer. The library's cable vision station and also the community college channel carry announcements concerning the literacy program. Local radio stations also aired public service announcements. We have a media list which includes five nearby radio stations, four television stations, seven newspapers and seven local newsletters.

Talks were presented to Altrusa, Senior Women's Club, Modern Woodmen of America, Happy House Day Care Center, Richardson Day Care Center and Head Start. A letter was written and mailed to 15 black churches asking for their help with teaching parents to read to their young children. We had no response. A presentation on literacy is planned for the Mormon Church women this fall. A group called Volunteer Voices who record text books on tape for the school system was begun with tutors and other volunteers recruited by the literacy coordinator. Several volunteers with Voices expressed interest in becoming tutors and will attend the next workshop.

In May an Even Start Grant committee was formed by the school board. The literacy coordinator was asked to serve on this committee along with about 24 others from various agencies in the community. This is another avenue in which local leaders here are learning about the literacy efforts in our county.

6. *To assist all agencies working with the illiterate and foreign language speaking adults.*

The literacy program has networked with Adult Basic Education, Lake City Community College, Job Service, and the Columbia County School System. The Columbia Literacy Council Board serves as the advisory group for the library literacy program. Board members represent all literacy providers in Columbia County.

Two members of the Columbia Literacy Council are teaching adult basic education in the community.

One tutor works with the Suwannee River Economic Council and he also counsels with older individuals in a training program for 55 and over.

We have referred 2-3 students to the learning lab at the local community college and also 5-6 students to adult basic education.

An Even Start Grant committee was formed during the spring of 1993 and the coordinator became part of the team writing this grant. It is not a coordinating council but it does allow the literacy coordinator to network with other agencies in the county i.e. health, day care, school, mental health and literacy to name just a few of the 24 members.

Two other members of the Literacy Council work with ESL students on a regular basis.

**2. COMPARISON BETWEEN PROPOSED AND ACTUAL EXPENDITURES
BY BUDGET CATEGORY. (see next page)**

PART III - BUDGET INFORMATION

LSCA VI - Library Literacy Program CFDA No. 84.167

Check one: _____ Applicant is a State library
 _____ ☒ Applicant is a local public library

Budget by Category		Budget	Actual
		FEDERAL LSCA Title VI	Expenditures OTHER SOURCES
A.	Salary and Wages	\$ 10920.	\$ 10920
B.	Fringe Benefits	\$ 4392.	\$ 4305.04
C.	Travel	\$ 0	\$ 0
D.	Equipment	\$ 0	\$ 0
E.	Supplies	\$ 1750.	\$ 1752.75
F.	Contractual Services	\$ 0	\$ 0
G.	Library Materials	\$ 6684.	\$ 5929.24
H.	Other	\$ 1600.	\$ 1649.64
I.	Total Direct Charges (add lines A - H)	\$ 25346.	\$ 24556.67*
J.	Indirect Charges (%)	\$	\$
K.	TOTAL PROJECT COSTS (add lines I and J)	\$ 25346.	\$ 24556.67*
L.	Program Income	\$ 25346.	\$

* All budgeted funds were not expended due to the fact that the Library Director resigned effective September 9, 1993. The Coordinator was under the impression that all funds for materials had been expended.

3. SPECIFIC DETAILS AS TO ACTIVITIES UNDERTAKEN.

Library materials acquired:

75 audio cassettes with books

Books as listed below:

Africans and Hispanics in U S History

Large Print Editions for new readers (set of 10)

Job Box and Career Box

Pacemaker Arithmetic Program (3 binders)

several books on Dyslexia

Videocassettes include the following:

Consonant Sounds and Letters

Training Video for LVA

Math Basics Set from KET

computer software:

5 disks on Consumer Basic Skills

5 disks on Family and Parenting Relationships

Training Provided: Flyers attached

Recruitment & Volunteer Workshop

Oct. 2, 1992

Math Help for Tutors

Feb. 16 & 18, 1993

Tutor Training Workshop

March 23, 25, 30 & 31, 1993

Laptop Computer Session

May 26, 1993

The above training was for tutors. In addition 3 six week seminars were held during the project year at a local day care center . These were presented to parents

of young children who are at risk. Purpose was to encourage early reading with and to young children so as to give them a better chance at success when they enter school. Studies have shown that children who are read to do better in school than those who have never had this activity.

4. ROLE LIBRARY PLAYED:

Not only did the library serve as a resource and site for this project but also provided the leadership in writing the literacy grant. The library was involved in providing space for programs, including office space and tutoring rooms as well as being the training site for tutor workshops. Library also hired staff to coordinate the program, do publicity, order materials and numerous other activities for this project.

5. NAMES OF AGENCIES AND ORGRANIZATIONS:

The following agencies and organizations were recruited to volunteer their services for the literacy program.

Flyers, posters, Learn to Read coupons were displayed at HRS, job services, food stamp office, Medicaid, service recruiting offices, drivers' license bureau, Suwannee River Economic Council, social security office, Five Points Elementary School, Kindergarten Center, health department, Family Health Center, Fort White branch library and the main library. New flyers were taken by on a regular basis.

Lake City Community College speech class wrote, acted and produced the seven 30 second public service announcements which were then televised during the summer months over local cable vision.

News releases were mailed several times during the year to 15 media outlets. They included local school volunteer office, TV channel 5 and 20 in Gainesville, FL, newsletters published by Chamber of Commerce, Oxy-Chemical, Main Street Lake City, CARC, several radio stations, and eight nearby newspapers.

Altrusa Club donated funds from a special event.

The First Methodist Church has the literacy program in their annual budget.

United Way of Columbia County also has the literacy program in their annual budget.

Modern Woodmen of America held a matching fund raffle for the literacy program during the project year.

A membership drive was initiated in the spring of 1993 asking for donations. A total of 34 community residents responded with a donation. Several indicated they were also interested in becoming a tutor. One took the tutor training in Oct. 1994.

A new reader, Rachel Tilley, wrote a poem which was published in the Lake City Reporter and also in Network, Florida Literacy Coalition newsletter.

The local Adult Basic Education program also provides students and information for tutoring. Two of their teachers are on the literacy board and are involved in the planning of the literacy program.

6. NAMES AND LOCATIONS OF LIBRARIES AND OTHER SITES:

Columbia County Public Library

Fort White Public Library

NationsBank (employee tutors there)

Happy House Child Care Center

Head Start

Richardson Child Care Center

Department of Transportation classrooms

7. IMPACT OF FEDERAL PROJECT ON ONGOING PROGRAM :

The library is much better equipped with an excellent literacy collection, consisting of TV/VCRs, books, software, cassette and video tapes, cassette recorders/players, computers and workbooks for both tutors and new readers. Once we are independent of Federal funding our main needs should be local funding for staff. Federal funding has allowed us to work with adults on a one to one basis to teach basic reading and math skills. We were able to reach 68 non-reading adults who needed help with reading skills. All were placed with a tutor in Columbia County.

BENEFITS AND/OR PROBLEMS:

The main benefit is seeing adults who were non-readers learn this skill.

Adults who may have been reluctant to even come to the library are now coming regularly and with a purpose. It is rewarding to see young mothers come with their children to story hour who several months ago could not read. One young boy insists that when his mother comes she brings home books for him each tutoring session. Seeing young adults securing a better job or helping their children with homework or using the library more frequently are also intangible benefits.

Knowing that some of the parents from Parents as Partners classes are now library users and actually reading to their children touches me.

Two of the students this past year went on to take the GED test and one passed. A student who started with a tutor and also enrolled in adult basic education was

awarded a scholarship to a literacy conference in south Florida in September. She is most enthusiastic about the program. With her interest and encouragement others have become students. She is most eager to have a student support group in the near future.

Another joy is knowing that people who are volunteer tutors are doing a great service for the community by helping non-reading adults learn to read. It is so rewarding to see both students and tutors experience this inner joy when they do accomplish their goals.

To observe the change in people as they gain self-confidence is most rewarding. A middle-aged man who operates a service station and is quite good in math but had poor reading ability came in to be tutored. He was adamant about privacy and wanted no one to know why he was in the library. After several months of being tutored he now roams about the library selecting books. When greeted by the literacy coordinator he announces without shame or embarrassment, "I'm waiting for my tutor and thought I would see what books you have about cars."

Problems are keeping students motivated and preventing drop outs. The last report done for Laubach showed that 40% of all students drop out during the first six months of tutoring. Our drop out rate is still too high. Adults phone or come in for the interviews and are assigned a tutor. A few never return and follow up phone calls (when they leave a number) go unanswered. After a few lessons some miss the next session and the next without explanation. Some move out of town. Some drop out when they either find a job (any job) or have a family crisis.

Others lose interest when they discover it is not easy to learn to read or to improve their reading ability. How to motivate students to continue their learning is an ongoing concern. Tutors want to see their efforts rewarded and feel frustrated when a student quits and/or comes unprepared. And students forget and miss their appointed time for lessons. Several do not have telephones or transportation which is a hardship. On the follow up phone calls everything is fine but the literacy coordinator can pick up that the student is just saying that. These adults have perhaps been checked up on by social workers and other agencies so frequently that they hesitate to complain if they are not compatible with their tutors or have any other problems. The Green Thumb worker who did phoning also commented upon the reluctant attitude on the part of students to share information about their tutoring. Hopefully, a student support group will be helpful in encouraging them to stick with the tutoring.

Another problem is to motivate the literacy council board members to become more involved with different aspects of the program. The members who tutor are very much aware of all that literacy involves. Having had three successive treasurers made the financial records of the literacy council somewhat difficult to maintain. The board is supportive of literacy as long as the coordinator does the work. To get a board of directors more active and knowledgeable in the literacy program is an ongoing project. We have started a newsletter which will keep them more informed. Our fund raising events also require support and participation.

But, on the other hand, tutorial rooms are being used between 75 and 95 hours each month, so there is learning going on. The coordinator makes over 120 phone

calls monthly for literacy. She interviews 4 - 7 prospective students each month and assigns them a tutor. Two tutor training workshops are held annually with 12 - 15 new tutors becoming certified each time. There are quarterly network meetings in north Florida where new ideas are shared as well as updates from the Florida Literacy Coalition are presented.

A teacher of severely emotionally disabled children in the county school system requested help in recording text books and fun books on tape for her students. The literacy coordinator located tutors and other volunteers to become Volunteer Voices. These people pick up blank tapes, assignments and school books at the library to take home and record there. Several are using literacy recorder/cassette players in this activity although the school system has a few cassette players for this use also. Many of the Volunteer Voices have their own cassette/recorders as well.

In May the local school system formed an Even Start Grant Writing Committee which involved representatives from day care, local school system, adult basic education, community college, health department and literacy to name a few organizations on the committee. They continue to meet monthly.

Another joy is when former students return to visit as one did this past summer with her young son and brand new baby. She had moved across town and had quit since the distance was too far to ride her bike. But she has moved again and wanted to show me her baby daughter.

A tutor who is also on the literacy council board was awarded a plaque from the PEG (Probationers Educational Growth) program for her work with a young man who had been court ordered to learn to read. The council also honored her at a

meeting with a banner and cake.

In the fall a student was awarded a scholarship to a conference on new readers and out of that came the beginning of a student support group.

RECORD OF TUTORING SESSIONS

STUDENT'S NAME _____ MEETING PLACE _____

TUTOR'S NAME _____ TUTOR TRAVEL TIME _____

[illegible]

Please return promptly to:

Literacy Coordinator
Columbia County Public Library
490 North Columbia Street
Lake City, Florida 32055
758-2101

Recruitment & Volunteer WORKSHOP

LEADER: MIKE McLEOD, coordinator at Adult Literacy Center,
Sumter Community College. Mike is the former Director
of Prison Education for Cayman Islands.

DATE: FRIDAY, OCT. 2, 1992 — 9-3 P.M.

LOCATION: Columbia County Public Library
490 N. Columbia St.
Lake City, FL

The Columbia Literacy Council is sponsoring this event. The only cost to you is time and lunch which can be "brown-bag."

"I attended this workshop recently in St. Augustine, and can highly recommend and strongly urge anyone interested in literacy and volunteering to make plans to be present on Oct. 2nd."

Ruth Fraser

Space is limited so send in your registration or call **758-2101** by Sept. 28th.

--- REGISTRATION FORM ---

Name _____ Phone _____

Address _____

Nov 3, 1992

Diane,

Regarding some 30 second PSAs about literacy they need to include:

1. One in four adults is unable to read well enough to function in today's world. (By that is meant they cannot fill out a job application, read directions on a medicine bottle, write a check, or even read a simple story to their children.)
2. The local literacy program has tutors available to tutor adults on a one-to-one basis.
3. Call 758-2101.
4. Privacy provided and all tutoring is confidential.

Thank you again, Diane, for agreeing to give your class this as an assignment.

Ruth

COLUMBIA LITERACY COUNCIL

490 North Columbia Street
Lake City, Florida 32055
(904) 758-2101



Parents as Partners

This program was started in the fall of 1992 with one child care center. Knowing that children who are read to in their early years do better in school it was felt that the cycle of failure in school must be broken. Our literacy grant has a section for family literacy in it.

We serve parents of children in the child care center. They are either going to school or working full time.

We did two six weeks workshops using Parents as Partners videos and also books suggested by a program called Family Reading which is published by New Readers Press. The last session is a review using Reading to Your Children video produced by Curriculum Associates, Inc.

Approximately 10 - 12 parents attended both fall workshops. We have expanded to the local Head Start center since then. We are also doing a third workshop with the same child care center. So we are reaching 20 more parents this spring.

The program emphasis is on reading to your pre-school age children. We share in a group before viewing the short video. We read together going round and round some weeks and others we read in pairs just as a parent might read to their child.

Funding is through the literacy grant.

The rewarding part for me is seeing parents come to the library with their child and select books to take home. Most people realize that reading is important and our program helps them see that they can spend just a few minutes daily in this vital activity.

Dear Williams

How are you doing
fine.

Thanks you for
helping me ~~be~~ find
a place to learn to
read and spell.
and have a happy
new year.

...from someone
who's happy to know you.

Have a
Very Merry
Christmas

Love

Faye

COLUMBIA LITERACY COUNCIL

490 North Columbia Street
Lake City, Florida 32055
(904) 758-2101



January 21, 1993

Dear Tutor,

Math help is on the way. I have found a volunteer who has a degree in Math and he is willing to do two workshops for tutors. George Zeller walked into the library one day and offered his services. He is planning a class on simple basic math for tutors. It will cover addition, subtraction, multiplication and division.

The class will be given at two different times during February and will be in the conference room, which is just down the hall from my office and across from the small tutorial room.

Tuesday, Feb. 16 in the morning from 10 until noon.

Thursday, Feb. 18 in the afternoon from 4 until 6.

Plan to attend one of these sessions, which will give you an insight into helping your student with math. Mr. Zeller will be glad to answer questions following the workshops. RSVP 758-2101 or 758-2111.

At present I am doing a six weeks program with parents encouraging them to read to their young children at both Happy House and Head Start. I hope to expand this program to other parents in the county. If you want to help let me know.

If any of you want to do some recruitment for students at local places such as food stamp lines, job service, health department, bars, etc. lets get together and plan when and how. Friday mornings are slow at the library. Come around ten on the 29th of January.

A handwritten signature in cursive script, appearing to read "Ruth".

Ruth Fraser

Around Town

Margaret Wuest - Staff Reporter

Social Scene

Note: Share you good news! Let us know about your trips, special guests, family reunions, happenings or unique events. Folks like to read about what their friends and neighbors are doing. Bring by The Reporter or send your news to P.O.Box 1700, Lake City 35966.

Unusual work of unusual poet

Three years ago, Rachel V. Tilley, in her mid 60s, could not read. Today she is not only reading, but writing poetry, according to Columbia Literacy Council director Ruth Fraser, who brought a poem to The Reporter to share with others who might know of a friend or family member who cannot read.

"The poem is an outstanding work for anyone and even more so for someone who has recently learned to read," Fraser said. "The only help I gave her was to place the words in poetry form. The rest is all her own."

A portion of the poem follows:

"I'll be There"

If ever there's a moment
When you need a friend to listen.
If ever someone can reach out
And dry the tears that glisten,
I'll be there.

If you would like to be yourself
With someone who respects you.
If you need one who understands you
How all of life affects you,
I'll be there.



COLUMBIA LITERACY COUNCIL

INVITES YOU

**TO SHARE A TIME OF FELLOWSHIP TO
HONOR OUR TUTORS
AND BOARD MEMBERS**

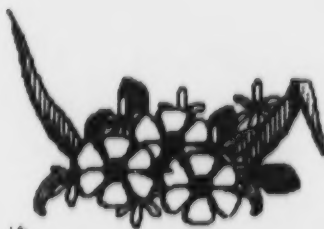
AT

**Columbia County Public Library
Meeting Room
490 North Columbia Street**

WEDNESDAY, MARCH 31, 1993

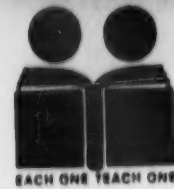
7:00 PM

R.S.V.P. 758-2101



COLUMBIA LITERACY COUNCIL

490 North Columbia Street
Lake City, Florida 32055
(904) 758-2101



August 13, 1993

Bill Baird
Rt. 13, Box 1098
Lake City, Fl., 32055

Dear Mr. Baird,

On behalf of the Columbia Literacy Council and the many students who have enjoyed dinning at the Cracker Barrel I want to express appreciation for your support in the past.

As you know, our records are confidential so I cannot reveal names of the grateful students who have taken a friend or family member to dinner using your Dinner for Two cards. There are over 40 non-reading adults in our literacy program who are becoming literate. It meant a lot to those who have come to a nice restaurant for a meal. Several more have reached the place in their tutoring where an incentive to continue would be most important. I'm requesting six more Dinner for Two cards at this time.

Thank you for Cracker Barrel's donation to the literacy effort.

Ruth Fraser

Ruth Fraser, Literacy Coordinator

LITERACY HAPPENINGS

ACE of Florida Conference

September 22-24, 1993

St. Petersburg, Florida

Jacqueline Batts

(904) 487-0767

FRA 1993 Annual Conference

October 13-16, 1993

Innisbrook, Tarpon Springs

Jacqueline Comas

(904) 392-0751

Third Biennial Literacy Conference

September 30, October 1-2, 1993

Fort Lauderdale, Florida

READ Campaign, (305) 765-4271

1994 Florida Literacy Conference

January 26-28, 1994

Marina Hotel at St. Johns Place

Jacksonville, Florida

Anita S. Rodgers

Florida Literacy Coalition, Inc.

(407) 246-7110

I'll Be There

If ever there's a moment
When you need a friend to listen
If ever someone can reach out
To dry the tears that glisten
I'll be there.

If ever you have special needs
And hope someone will see them.
If ever you have secrets
And would like a friend to free them.
I'll be there.

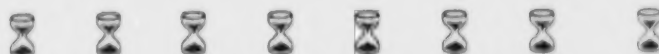
If you just need encouragement
To help you on the way.
If you just need a cheerful voice
To pull you through the day.
I'll be there.

If you need one who cares a lot
And thinks about you often.
If you need one who shares your hopes,
Your worries so soften.
I'll be there.

If you like to be yourself,
With someone who respects you.
If you need one who understands you,
How all of life affects you,
I'll be there.

Rachel V. Tilley

Student Writing
Columbia Literacy Council
Lake City, Florida



Time is Running Out!

*Presenter forms for the 1994 Florida
Literacy Conference are due
August 27, 1993*

Florida Literacy Coalition, Inc.
934 North Magnolia, Box 2
Orlando, Florida 32803-3854
Literacy Hotline: 800-237-5113

Non-Profit Org.
U.S. Postage Paid
Permit # 1514
Orlando, Florida

Please Write Soon!



Deadline Date:
October 1, 1993

FLORIDA LITERACY COALITION
COLUMBIA LITERACY COUNCIL
400 N. COLUMBIA ST.
LAKE CITY, FL 32803

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I'll Be There

If ever there's a moment
When you need a friend to listen.
If ever someone can reach out
To dry the tears that glisten.
I'll be there.

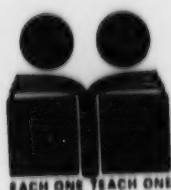
If ever you have special needs
And hope someone will see them.
If ever you have secrets
And would like a friend to free them.
I'll be there.

If you just need encouragement
To help you on the way.
If you just need a cheerful voice
To pull you through the day.
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If you need one who cares a lot
And thinks about you often.
If you need one who shares your hopes,
Your worries to soften.
I'll be there.

If you would like to be yourself,
With someone who respects you.
If you need one who understands you,
How all of life affects you,
I'll be there.

Rachel V. Tilley



COLUMBIA LITERACY COUNCIL

490 North Columbia Street
Lake City, Florida 32055
904-758-2101

BOARD MEMBERS

Rebecca Shiveler, Pres.
Julian Collins, V. Pres.
Sonja Giebeig, Treas.
Norvelle Alderman, Secy.
Mary Ann Blume
Mary Browder
Eileen Brunner
Linda Cole
Peggy Dyson
Ruth Fraser
Virginia Giebeig
Mary Halyburton
Janet Hendrickson
Richard Kahlich
John Lewis
Guy Luke
Louise Mabry
Bob Mann
Bill Newsom
Don Weidig
Harriette Williamson
Joseph Wilson

Dear Friends:

Imagine life without reading!

- You couldn't cuddle your children on your lap and read them a story.
- You couldn't read street signs to help you find your way.
- You couldn't read labels on your medications.
- You couldn't fill out a job application.

Those of us who read all the time take our skills for granted. One in four adults in Columbia County is functionally illiterate.

The Columbia Literacy Council was formed in 1985. People from many organizations came together to try to help the illiterate. First Methodist Church contributed the original funding which allowed us to get started. Training workshops were held. Tutors were trained. We were able to start teaching adults to read. As requests for help grew we found we needed a part-time coordinator.

We needed more space for tutoring. As the architectural plans were drawn for the expanded library, space was included for the Literacy Council and tutorial rooms. With the opening of the library addition and increased visibility of our services, requests for help grew.

Tutors are helping children in the classrooms and after school. One tutor is teaching her mother to read. Some teachers took the Laubach training to give themselves another tool to help teach students with reading problems.

- We have trained 256 tutors.
- We have worked with 140 adult learners.
- Currently 24 adults are enrolled.

Altrusa International of Lake City, the First Methodist Church, Warner Cable and individuals have provided financial support. Churches, homes and the library are used as tutoring places.

Since we have enlarged our services, we need to broaden our base of support. Please join with us in this vital need for our community. A membership card is enclosed for your convenience.

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Literacy Council Support Membership

We want to help! Enclosed is our check for:

- ☐ \$10 ☐ \$25 ☐ \$100 ☐ \$500 ☐ Other ☐ I want to be a Tutor. Notify me about training.
☐ I know someone who wants to learn to read.

Name _____ Phone _____ Date _____

Address _____ City, State _____ Zip _____

Please return form and donation to:

COLUMBIA LITERACY COUNCIL
490 N. Columbia Street
Lake City, FL 32055

38

*NOTE: Membership is renewable annually during December. **Thank You!***

May 18, 1993

Tutors and Board Members,

The lap top computers are here and have programs loaded to help you with your students. I have planned a "hands on" training session on May 26 at the library. It will be from 2-4 and also from 5-7 on that date.

The computers will be available to check out after that date. You need to attend this workshop if you want to borrow a computer to use with your student.

Norvelle Alderman, tutor and also secretary on the literacy council, has been nominated by the PEG program to receive their annual award for outstanding volunteer in the state. We wish Norvelle luck.

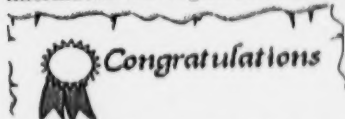
Don't forget the matching raffle we have with Modern Woodmen of America. Tickets are still available for \$1. each. Drawing will be on May 28 for the smoker/grill and the two shopping spree.

Call 758-2101 to verify the time you plan to attend the lap top computer workshop.

Ruth Fraser, Literacy Coordinator

The Columbia Literacy tutors plan several get togethers a year to share and keep up with the progress of the literacy council.

The next tutor workshop will be held on October 23 and 30. Cost is \$10. which includes materials. We invite you to take part and become a certified tutor. The rewards are great and you will become more aware of the needs for this type of service. Enclosed you will find more information and registration form.



Congratulations are in order for Norvelle Alderman. She was nominated as volunteer of the year with the PEG program from Columbia County. The local group recently honored her with a plaque for her work with one of their probationers. He has taken the GED and will go on with his education upon passing it. The Literacy Council at its last meeting recognized Norvelle for her efforts on behalf of literacy.

LITERACY CONFERENCE

The Association of Florida Laubach Organizations is sponsoring a statewide literacy conference on September 30 - October 3. It will be held at the Broward County Library in Fort Lauderdale. A scholarship has been awarded to student Sarah McNemar. Sarah has only been a student since June but is doing very well, according to her tutor, Katie Jernigan. She is also enrolled in adult basic education as well as being tutored in math. We are proud of Sarah for being awarded this opportunity to further her leadership ability.

DONATION

Betty Malz, author and noted speaker, donated copies of all her books to the library recently. Titles include Women In Tune, My Glimpse of Eternity, Super Natural Living, Prayers That Are Answered, Heaven A Bright and Glorious Place, Morning Jam Sessions, Touching the Unseen World, and Making Your Husband Feel Loved. She also included a copy of If You're Over the Hill You Oughta' Be Goin' FASTER written by Carl Malz, her minister spouse.

LITERACY BOARD

Donald Weidig	President
Julian Collins	Vice-President
Norvelle Alderman	Secretary
David Brewer	Treasurer

Becky Shivelor, Virginia Giebeig, Bill Newsom, Janet Hendrickson, Mary Halyburton, John Lewis, Sarah Weidig, Nancy Palmer, Gin Fenstemacher, Peggy Dyson, Joseph Wilson, Charlotte James, Phyllis Ramsey, and Ruth Fraser, Literacy Coordinator

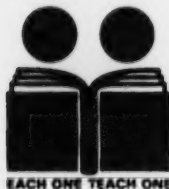
DATES

September 17	United Way
September 30	United Way
September 30	Lit. Conf.
October 23	Tutor Training
October 30	Tutor Training

This publication has been funded in part under the provisions of the Library Services and Construction Act as amended, administered by the State Library of Florida.

Columbia Literacy Council Literacy Newsletter

Fall 1993



Exciting things are happening with the Columbia Literacy Council Program! We are happy to have you as a support member and we seek to keep you informed with newsletters during the year.

HISTORY

A brief history of literacy in Columbia County will acquaint you with the program. In 1986 Mary Halyburton moved to Lake City and was the catalyst for the literacy effort here. She and Peggy Dyson organized the council. Donations from Altrusa and the First Methodist Church got us going. Our purpose is three fold:

- Recruit and train tutors
- Hold workshops twice annually
- Recruit and teach reading to adults and older youth

All tutoring is free, confidential, one-on-one with a trained tutor.

At first the program was run totally by volunteers. In 1988 a part time director was hired. In 1989 we became a participant in United

Way. So when you contribute to their campaign think about marking Columbia Literacy Council as the local organization you would like to support.

At present we have a government grant which pays a full time director a salary and also buys supplies and materials. Over 200 volunteers have been trained as tutors in the Laubach Method. Nearly that many have been enrolled in the tutorial program over the past seven years. Not all have finished the four books in the program.

RECENT NEWS

In May we did very well with a raffle making \$1400. with Modern Woodmen of America matching funds. We are \$2800. richer. Eckerds donated a smoker/grill, J. C. Penney's a \$50. shopping spree, and Wal Mart a \$25. shopping spree.

Five lap top computers are now available for tutors and students to use. All have Talking Tiles, plus spelling, math and writing programs installed on them.

The new Fort White branch of the Columbia County Public Library will be completed in September. A set of Laubach books has been sent there for reference and use. More books, etc., will be sent for them to have in their literacy corner.

Through Volunteer Voices, a program sponsored by the Columbia County School System, several of our tutors are recording textbooks in science and social studies and also some reading for fun books. These will be used in Mrs. Janee Delaney's junior high classes.

**COLUMBIA LITERACY COUNCIL
490 NORTH COLUMBIA STREET
LAKE CITY, FLORIDA 32055
Telephone: 758-2111**

To: Persons expressing interest in becoming Laubach tutors

Thank you for your inquiry regarding our Workshop. We certainly hope that you will decide to become one of our tutors. Please read carefully the enclosed information to make certain that you understand the program and want to invest your time in it.

OUR NEXT WORKSHOP WILL BE HELD IN 2 SESSIONS AT:

PLACE: COLUMBIA COUNTY PUBLIC LIBRARY
490 North Columbia Street, Lake City, FL 32055

DATES & TIMES: Saturday, October 23, 1993 9 AM to 4 PM
Saturday, October 30, 1993 9 AM to 4 PM

FEE: \$10.00 payable in advance (includes membership and first teacher manual)

OUR AIM is to help adult non-readers achieve basic literacy.

QUALIFICATIONS: Dependable, prompt, patient, interested in others and able to relate to them, flexible, and optimistic. A sense of humor helps!

TEACHING ANOTHER TO READ CAN BE EXCITING BUT IT ALSO TAKES COMMITMENT. THE MOST IMPORTANT PART OF THE PROGRAM is each volunteer's devotion to and concern for his or her pupil. Please think carefully. Are you prepared to follow through on this program? A volunteer who drops out is a tremendous disappointment to a student and can be more damaging than we might imagine. Before you enroll in the workshop, ask yourself:

- Am I willing to attend the entire workshop training?
- Am I willing to give at least 3 to 4 hours per week to my student?
- Am I willing to prepare lessons ahead of time?
- Am I willing to continue until my student learns to read?

IF YOU CAN ANSWER THESE QUESTIONS "YES", please clip the application form and send with registration fee to the above address by Oct. 18, 1993. We look forward to seeing you.

NAME _____

ADDRESS _____

CITY/ZIP _____

PHONE (Work) _____ (Home) _____

I enclose \$_____ for registration fee.
(Please make checks payable to Columbia Literacy Council.)

BEST COPY AVAILABLE

**TO CARRY OUT ITS PURPOSE
COLUMBIA LITERACY COUNCIL**

TRAINS tutors in 12 hour basic workshops,

RECRUITS tutors and students,

EDUCATES the community by speaking to organizations and publicizing on the radio and in newspapers,

TEACHES English-speaking persons to read and write.

*Share the
Good News!*

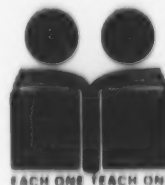


*Help an
adult learn
to read.*

* This brochure was funded in whole under provisions of the Library Services and Construction Act as amended.



is a member of
**LAUBACH LITERACY
ACTION**



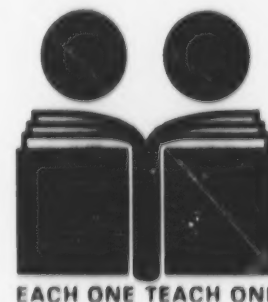
Laubach Literacy Action
U.S. Program of
Laubach Literacy
International
Syracuse, New York

Founder Frank Laubach stated,

"You think it a pity they cannot read, but the real tragedy is that they have no voice in public affairs. They never vote, they are the silent victims, the forgotten people."

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COLUMBIA LITERACY COUNCIL



**490 NORTH COLUMBIA ST.
LAKE CITY, FLORIDA 32055
(904) 758-2101**

THE PROBLEM

IN THE NATION

Were you aware that 27 million Americans read and write so poorly that they are considered "functionally illiterate"?

IN FLORIDA

Illiteracy costs the state an estimated \$167 million each year.

One-third of welfare recipients in Florida are illiterate.

71% of mothers receiving aid to families with dependent children have not completed high school.

IN COLUMBIA COUNTY

Census figures tell us 23% of adults over 25 in Columbia County have an eighth-grade education or less.

**MOST OF US
KNOW SOMEONE WHO
HAS DIFFICULTY
READING**

WHAT CAN BE DONE

**Columbia Literacy
Council makes available
to adults & older youth of
Columbia County - -**

FREE

CONFIDENTIAL

ONE-ON-ONE

TEACHING

by

TRAINED VOLUNTEERS.

**CLC is located at the
COLUMBIA COUNTY
PUBLIC LIBRARY**
which provides private tutorial
rooms, and makes available
many new reader materials.

This includes:
books, periodicals, & self tutorial
video and software programs for
use in the library on library
equipment.

HOW CAN YOU HELP

There are many ways:

- Refer Students to literacy program
- Become a literacy volunteer tutor
- Educate others about the program
- Advocate for and be supportive of adult new readers
- Give financial support

**Columbia Literacy Council is
non-profit and funded by
contributions from
*Individuals,
church groups,
organizations, and
the United Way.***

**FOR MORE INFORMATION
CALL
758-2101**

COLUMBIA LITERACY COUNCIL BOARD MEMBERS - 1993-94

EXECUTIVE COMMITTEE

Name	Address	City/State	Phone Numbers
Weidig, Don Pres.	P. O. Box 2171	L/C 32056	H/755-2496
Collins, Julian V. Pres.	Rt. 3 - Box 331	L/C 32055	H/752-9401 W/758-1000
Brewer, David Treas.	1420 S 1st St.	L/C 32055	W/752-4621
Alderman, Norvelle Secy	Rt. 9 - Box 1058	L/C 32055	H/752-6767
Shiveler, Rebecca Past Pres.	Rt.8, Box 560	L/C 32055	H/755-3461 W/752-1822 Ex 1374

BOARD

*New Members

Dyson, Peggy	687 McFarlane Ave	L/C 32055	H/752-4488 W/752-4488
Fenstemacher, Gin *	Rt. 13, Box 263	L/C 32055	H752-5910
Giebeig, Virginia	Rt. 8, Box 467	L/C 32055	H/752-4800
Halyburton, Mary	150 Burke Street	L/C 32055	H/752-1333
Hendrickson, Janet	P. O. Box 1176	L/C 32056	H/755-5126 W/755-8190
James, Charlotte *	1081 North St.	L/C32055	H752-0065 W/758-2101
Lewis, John	P O Box 249	L/C 32056	H/755-6972 W/752-8054
Newsom, Bill	194 Shelby Dr.	L/C 32055	H/752-8567
Palmer, Nancy *	Rt. 1 Box 414 -A 2	L/C 32055	H/755-1613
Ramsey, Phyllis *	2 Butler Blvd.	L/C 32055	H/752-6462
Weidig, Sarah *	Rt. 9, Box 492	L/C 32055	H/755-2496
Wilson, Joseph	1815 S. Division	L/C 32055	H/752-7223

LITERACY COORDINATOR

Fraser, Ruth	490 N. Columbia	L/C 32055	H/752-7347 W/758-2111
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RESOURCE BOARD

Brunner, Eileen	847 El Prado	L/C 32055	H/752-5777 Beach 904-261-8655
Kahlich, Richard	495 Church Street	L/C 32055	H/752-2249 W/497-2301
Williamson, Harriette	3 W. Springdale St.	L/C 32055	H/755-1930

Page 2

**By-Laws of Columbia Literacy Council
As of 11/10/92
reviewed by
Guy Luke and Don Weidig**

**Articles of Incorporation
May 2, 1986
Filed by Julian Collins**

PROFESSIONAL AFFILIATIONS

- 1) Florida Literacy Coalition
P. O. Box 533372
Orlando, FL 32853-3372

- 2) Lubauch Literacy Action
Box 131 - Syracuse, N. Y. 13210-0131
315-422-9121

ASSOCIATED AGENCIES AND COOPERATIVE PROVIDERS

- 1) Happy House
Marilyn Rossbourgh
- 2) Adult Education - Columbia County Schools
Ronald Scull
- 3) Parents As Partners
- 4) PEG
Correctional Pardons & Parole
Marian Lewis
- 5) LCCC - JTPA
Robin Roberts
Challenged Individuals
Edna Hindson
Truck Driving Group
Larry Kissane
- 6) Small Group Sessions
Division of Forestry
DOT

SUPPORTING CONTRIBUTORS

- 1) Altrusa**
- 2) Columbia County Public Library**
- 3) First Methodist Church**
- 4) Individuals**
- 5) United Way**
- 6) Warmer Cable Communications, Inc.**

COLUMBIA LITERACY COUNCIL BUDGET 1993-94

Proposed May 1, 1993

>> by David Brewer - Treasurer

Revenues:

Contributions

United Way	\$3,825.00
Methodist Church	400.00
Individuals	200.00
Interest	100.00
Sale of Materials	500.00

Total Revenues **\$5,025.00**

Expenses:

Director's salary	\$6,000.00
Materials	50.00
Supplies	100.00
Advertising	100.00
Dues	150.00
Travel	200.00
Miscellaneous	50.00
Educational services	400.00

Total expenses **\$7,050.00**

Surplus/(Deficit) **(\$2,025.00)**

1993
Finance Planning Committee
Report

- 1) Schedule for 1993-94 --- Annual Fund Raising
- 2) September --- Literacy Month, also begin sale of calendars?
- 3) Altrusa --- Library not chosen for 1993. Literacy will be covered under Library Fund. Equalization Bill --- \$295,000 this year to Library. Matching \$10,000 --- \$30,000 Grant also for Library.
- 4) Need to meet one on one with County Commissioners to speak on importance of Library program.
- 5) Times for fundraising for the year need to be scheduled now.

Membership Utilization Committee

- 1) Short term literacy programs and projects.
- 2) Go in schools' programs.
- 3) Get tutors together four times a year to share and keep up with the progress of each other.
- 4) Use all material available and use tutors as volunteers for reading and recording on tape.
- 5) Make known all of the services that we offer.
- 6) Plan a time frame for 1993-1994 copy of grant to be given to make plans.

Publicity Coordination Committee

- 1) Formulate more effective news sent out. Have orderly way of getting out material. Cover all information in letters.
- 2) Emphasis on making speakers available to agencies, etc. This needs to be more organized.
- 3) Involve all Board Members in spreading the word aabout the Literacy Council.

**Literacy Grant - Total approx. \$36,000.
Columbia County Public Library**

1) List of Expenditures for Salaries and Benefits:

Grant Monitored by State Library. (1/4 time employment covered by CLC in budget.)

2) Budget Detail:

Title VI Grant - No Match. Administered in Washington.

3) Grant Line Item Breakdown

(See attached copy)

4) Literacy Council Equipment Identification:

- (1) Large Emerson VCR/TV combination**
- (2) 4 - drawer Filing Cabinet**
- (3) Cassette recorder**
- (4) Laubach Study training materials - for tutors and students**

5) Available From Grants and Columbia County Public Library

- (1) Five Private tutorial and meeting rooms**
- (2) Videotapes**
- (3) Two VCRs/ monitors**
- (4) Macintosh Computer**
- (5) Five Cassette recorders**
- (6) Five laptop computers with "Talking Tiles" programs**

Calendar of Events

Year	Date	Time	C/L/C Meet	Event
1993	September		X	Literacy Month
1993	September 8			Literacy Day
1993	September 14	12:00	X	
1993	September 17			United Way Luncheon
1993	September 30	12:00		United Way Reception
1993	October			Calendar Sale
1993	October 12	12:00	X	
1993	October 23 & 30	12:00		Tutor Workshop
1993	November 9	12:00	X	
1993	December 14	12:00	X	
1994	January 11	12:00	X	
1994	January 26-28			Fla. Lit. Coalition Conference
1994	February 8	12:00	X	
1994	March 8	12:00	X	
1994	March			Tutor Workshop
1994	April 12	12:00	X	
1994	May 10	12:00	X	
1994	June 14	12:00	X	
1994	July 12	12:00	X	
1994	August 9	12:00	X	
1994	September 13	12:00	X	
1994	October 11	12:00	X	
1994	November 8	12:00	X	
1994	December 13	12:00	X	

Columbia Literacy Council
Goals, Objectives, Priorities and Job Description
for Director of CLC and Library Literacy Coordinator

Goals and Objectives:

The Columbia Literacy Council (CLC) was incorporated in May, 1986 with the primary purpose of helping enable illiterate adults and older youths acquire the listening, speaking, reading, writing, and mathematic skills they need to solve problems encountered in daily life, to take full advantage of opportunities in their environment, and to participate fully in the transformation of their society.

The CLC is involved in arranging for the training of tutors, recruitment of students, and any related services needed to create, develop, or maintain local adult literacy programs. It encourages cooperative efforts among public, private and volunteer organizations to promote and coordinate adult literacy programs in Florida:

Organizational and programmatic goals identified by the CLC Board are:

- 1) **Public Awareness Campaign:** This would encompass both continuing and special event advertising and public relations.
- 2) **Organizational Development:** This would include drawing more extensively on the community in the areas of committee support and community leader involvement.
- 3) **See Goals/Priorities/Schedule on current Literacy Grants:** Since the CLC Board's objectives and the Library Literacy Grants have many mutual and over-lapping goals, they may be merged effectively by the Director/Coordinator in conjunction with the Columbia County Public Library Director.

Literacy Director/Coordinator Job Description:

Purpose: Develop and oversee program and workshops. Plan to schedule two to three workshops annually.

The Literacy Coordinator will work with the Library Director, the Literacy Council, the School System, and all other community literacy providers to accomplish the goals and objectives. The Literacy Coordinator will need to have good communication skills. It will also be necessary to have a working knowledge of tutorial methods, clerical and computer skills. The Coordinator will also be hired by the Literacy Council to work 1/4 time in the library, in effect providing a full time literacy coordinator.

Literacy Coordinator Specific Responsibilities followed by outline by subject:

- a) Working with current students and tutors to maintain their interest and help them to achieve their goals.
- b) Recruiting and training new tutors and volunteers.
- c) Self-training on video and computer programs.
- d) Promoting and advertising the project, including formation of a coordinating council.
- e) Training volunteers and staff in use of video and computer programs.
- f) Maintaining logs and preparing monthly and annual evaluation reports.
- g) Retaining tutors, students and volunteers.
- h) Scheduling use of rooms, equipment and materials.
- i) Organizing recognition of tutors, students, and volunteers.
- j) Maintaining awareness of activities of all local literacy providers to prevent duplication of services, materials, and equipment.
- k) Continuing awareness of new methods and projects in the field by maintaining contacts with State Literacy Coordinator, Betty Scott, and Florida Literacy Coalition.
- l) Contacting and maintaining contact with community organizations.
- m) Working as a tutor and training toward becoming a literacy tutor trainer.

I. Public Relations:

A. Create public awareness through

1. Radio/TV
2. Newspaper
3. Organizational presentations/speaker's bureau
4. Flyers
5. Pamphlets
6. Special events

B. Public recognition of:

1. Contributions to C/L/C
2. Volunteers

C. Publicize workshops

D. Cooperate/collaborate with other community/state literacy providers

II. Promotional program

A. Volunteers

1. Maintain contact with volunteers
2. Recruit volunteers
3. Encourage quarterly meetings for volunteers
4. Keep track of monthly tutor schedules
5. Newsletter

B. Students:

1. Individual student files
 - a. personal data
 - b. diploma stubs
 - c. check-up sheets
 - d. volunteer time sheets
2. Recruit Students
3. Interview students (orientation & show materials)

C. Materials:

1. Check inventory and reorder as needed
2. Advise tutors on resources
3. Check workshop materials
4. Collect and record monies related to materials and workshops for treasurer

D. Encourage:

1. Participation on state and national literacy levels on approval by the board when funds are available

III. Coordinating:

A. Student/tutor matching

B. Statistics

1. Board/Library
2. State
3. United Way/Fundraising agencies

C. Attend and report at board meetings

IV. Council Priorities for 1993 - 1994

1. More active board by involving more of active tutors on the board and different committees to be established.
 - a. Fundraising
 - b. Speaker's bureau
 - c. Volunteer secretarial staff
 - d. Phone calling
 - e. Refreshments
 - f. Workshop registration, greeting and refreshments
2. Develop a speaker's bureau to promote CLC in the community
3. Develop a brochure with facts to be used in publicity/presentations
4. Train interested volunteers in representing the council to the community
5. Hold quarterly volunteer meetings for tutors and volunteers.
Purpose: a. Feeling of unity with volunteers. b. Support for tutors.
c. In-service and continuing education
6. Develop a questionnaire/survey for tutors to turn in that has committee and interest preferences to begin creating a talent and interest resource persons.
7. Develop trainers in community

V. Evaluation of Director and Program

1. Monthly - based on reports
2. Annual - consistent with Columbia County and Laubach International

VI. Board Orientation - President

1. Who we are
2. What we do
3. How we do it

CURRENT TUTORS

All Tutors are Certified Trained

Active Tutors:

- | | | | |
|-----|--------------------|-----|-------------------|
| 1. | Adamovich, Peggy | 21. | Karier, Raymond |
| 2. | Alderman, Novelle | 22. | Layton, Larry |
| 3. | Bauer, Harriet | 23. | Leonard, Jacki |
| 4. | Beggs, Millie | 24. | Luke, Guy |
| 5. | Bonyata, Richard | 25. | McMullen, RoseAnn |
| 6. | Charny, Stuart | 26. | Madison, Bonnie |
| 7. | Clark, Glenys | 27. | Mahorich, Karen |
| 8. | Crawford, Lucy | 28. | Nettles, Linda |
| 9. | Crocker, Paul | 29. | Nydam Nancy |
| 10. | Dyke, Ida | 30. | Perkins, Joy |
| 11. | Fenstemacher, Gin | 31. | Phillips, Beverly |
| 12. | Gilliland, Lillian | 32. | Ponce, Dorothy |
| 13. | Goff, Audrey | 33. | Quillio, Don |
| 14. | Hazzard, Norma | 34. | Quillio, Tommie |
| 15. | Humfleet, Ivy | 35. | Ramsey, Phyllis |
| 16. | Hunziker, Sybil | 36. | Randolph, Maizie |
| 17. | Jernigan, Katie | 37. | Rogers, Delia |
| 18. | Johnson, Loria A. | 38. | Weidig, Don |
| 19. | Jones, Brenda | 39. | Wenrich, Dianne |
| 20. | King, Eleanor | 40. | Whitley, Helen |

WELCOME!

to

Tutor Sharing Time

Browse Table

Video on PSAs

Yellow cardboard for Flash Cards

DATES

August 28 10AM Planning meeting for next
tutor training workshop

September 11	9AM to 4PM	Tutor Workshop
September 18	9AM to 4PM	Tutor Workshop
September 18	4PM to 5PM	Reception for New Tutors

REFRESHMENTS

SHARING



LEARN TO READ

FREE

904-758-2101

COLUMBIA COUNTY PUBLIC LIBRARY

- ADULTS ONLY -

- ADULTS ONLY -

L-003



LOOK LOOK

1994 CALENDARS

Each month includes:

daily activities
crafts
poetry

for young children



Proceeds to benefit the Columbia Literacy Council



each

Call the library 758-2111



Learning to read
is not just for kids!

Since 1955, trained Laubach Literacy volunteers
have been helping adults learn to read. Call us.

758-2101



Laubach Literacy Action, U.S. Program of Laubach Literacy International
Box 131, Syracuse, N.Y. 13210 315/422-9121

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**DO YOU KNOW
SOMEONE
WHO WANTS TO LEARN
TO READ?**

PASS THE WORD !

**FREE, CONFIDENTIAL,
ONE- ON-ONE TUTORING
BY TRAINED VOLUNTEERS**

CALL

758-2101

COLUMBIA LITERACY COUNCIL

Learn to Read and Write Better



64

Call 758-2101
Columbia Literacy Council

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**Free
Tutor**

65



Some problems seem to have no solution. Illiteracy does.

We're part of it. Our tutoring program is individualized and confidential. If you know someone who needs our services, tell them about us.

If you'd like to help, there's a way. Join us! Become a volunteer.

Solve some problems. Make some new friends.

You'll feel good about it.

CALL 758-2101



COLUMBIA LITERACY COUNCIL

An affiliate of Laubach Literacy Action
U.S. Program of Laubach Literacy International

1 IN 5 CAN'T READ YOU CAN HELP



Tell them about our free
tutoring program.

CALL 758-2101

Columbia Literacy Council

Be a friend. Pass the word!

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LITERACY STATISTICS 92/93

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
LITERACY MATERIALS													
Postage	19.04	28.60	24.36	22.38	8.87	1.97	17.40	9.47	58.86				
Copier	343	175	1442	2296	377	391	467	382	494				
Calls	115	127	127	145	132	122	120	126	140				
Letters					66	1	1	24					
Sold													
Workbooks	7	7	9	6	5	1	3	6	11				
Other													
MATERIALS LOANED													
Books	25	13	154	4	5	20	10	4	21				
Videos			23										
Cassettes			21										
TOTAL													
MATERIALS USED													
Videos													
Software					12 (WS)								
Cassettes Recorder			3				5 (vol v)						
TOTAL													
TUTORIAL ROOMS													
Hours Used	84	90	95	86	86	73	75	75	77				
Other													
ACTIVITIES													
Programs	2	6	4	1									
Interviews	7	5	3	3	4	4	4	1	7				
Meetings	2	3	2	3	4	2	7	5	5				
Other Workshops	2	2	1 tutor	1 Jax	2	1 Orlando							
STUDENTS			30	28	31	31	29	30	28				
TUTORS			47	44	44	44	44	42	42				

Honors/awards

Literacy tutor Norvelle

Alderman was selected "Volunteer of the Year" by the State Probation Office in Lake City for working with those who have difficulty learning in a regular



classroom setting, including referrals by the Probation Department through the Probationers Educational Growth program. Alderman was cited for "lighting the lamp of knowledge for those who would otherwise remain in darkness."

Alderman has been a volunteer for the Columbia Literacy Council five years and has been an active board member of the council for the past three years, currently serving as secretary. She has tutored five students during these years.

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Literacy Day coming

On Wednesday, Sept. 8, the majority of Columbia Countians will pick up a newspaper, letter, some instructions or information, read it, and go on their way, never thinking about how fortunate they are to be able to do so.

On the other hand, there are hundreds living in Columbia County who are not able to read the simplest writings. These are our illiterate and undereducated citizens.

Fortunately, there are agencies and folks who are reaching out to those to help them enter a bright, new world of excitement, adventure and satisfaction.

Columbia Literacy Council has joined literacy organizations across the country in "encouraging all citizens to make a personal commitment to participate and join forces to make literacy a reality for everyone."

As a result, the mayor, city council and county commissioners have declared Sept. 8 as "Literacy Day" in Lake City and Columbia County.

Some things you may want to do

- The Columbia Literacy Council has scheduled the next tutor training workshop for two Saturdays, Oct. 23 and 30, from 9 a.m. to 4 p.m. The training will be held at the Columbia County Public Library. The cost is \$10 which includes all materials. We will have a 30 minute lunch

break. For more information call 758-2101 or 758-2111.

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71

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Att. Frazier

RESOLUTION NUMBER 93R-23

WHEREAS, literacy is a serious problem of global proportions impacting 900 million people, two out of every five adults, in their attempt to attain an adequate modern standard of living; and

WHEREAS, citizens of our own state and community suffer this handicap which prevents their full participation in civic, social and economic life; and

WHEREAS, illiteracy weakens Florida's economy, contributes significantly to the crime rate, results in lower productivity and industrial accidents, and increases the need for higher taxes to sustain social services for the chronically unemployed; and

WHEREAS, the ability and opportunity to read is most fundamental and, thus, the most important aspect of education; and

WHEREAS, our democratic form of government depends upon an informed citizenry; and

WHEREAS, literacy is frequently passed from generation to generation, inasmuch as parents who cannot read often raise children who are unable to read; and

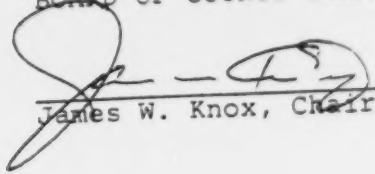
WHEREAS, the Florida Literacy Coalition, Inc., has successfully worked through its members, agencies, organizations and individuals to increase public awareness of illiteracy and to expand tutoring opportunities for adults; and

WHEREAS, the Columbia Literacy Council joins with other literacy organizations to request that September 8, 1993 be observed as LITERACY DAY.

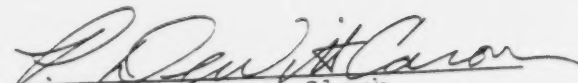
NOW, THEREFORE BE IT RESOLVED, by the Board of County Commissioners of Columbia County, Florida that September 8, 1993 shall be recognized as LITERACY DAY. The Board urges the support of all citizens and organizations to make a personal commitment to participate and join forces to make literacy a reality for everyone.

PASSED AND DULY ADOPTED, by the Board of County Commissioners of Columbia County, Florida this 2nd day of September, 1993.

COLUMBIA COUNTY
BOARD OF COUNTY COMMISSIONERS


James W. Knox, Chairman

ATTEST:


P. DeWitt Cason, Clerk

(SEAL)

COLUMBIA LITERACY COUNCIL

490 North Columbia Street
Lake City, Florida 32055
(904) 758-2101



August 13, 1993

Bill Baird
Rt. 13, Box 1098
Lake City, Fl., 32055

Dear Mr. Baird,

On behalf of the Columbia Literacy Council and the many students who have enjoyed dinning at the Cracker Barrel I want to express appreciation for your support in the past.

As you know, our records are confidential so I cannot reveal names of the grateful students who have taken a friend or family member to dinner using your Dinner for Two cards. There are over 40 non-reading adults in our literacy program who are becoming literate. It meant a lot to those who have come to a nice restaurant for a meal. Several more have reached the place in their tutoring where an incentive to continue would be most important. I'm requesting six more Dinner for Two cards at this time.

Thank you for Cracker Barrel's donation to the literacy effort.

Ruth Fraser

Ruth Fraser, Literacy Coordinator

May 7, 1993

Mt. Zion A. M. E.
Watertown
Lake City, Fl., 32055

Dear Officers,

My name is Ruth Fraser and I am the literacy coordinator at the library. My job is helping adults improve their reading skills. I also work with families, teaching parents about books and ways to help their children learn. Helping parents become more involved with their children while they are still young will enable these children to do better in school.

I am asking you to help me reach these families. The program is called Parents as Partners and lasts six weeks. I would come to your location bringing a short video and library books to share with the adults. I would ask in return that you arrange child care during the time I spend with the parents. Everyone's future depends upon each of us becoming more involved with helping others become more educated.

It is a well known fact that children who have been read to before they begin school are more successful than those who have not had this opportunity. I believe parental involvement is the key to wiping out illiteracy. Everyone's future depends upon each of us becoming more involved with helping others become better educated.

Please get in touch with me at your convenience. Call 758-2101 and ask for Ruth.

Thank you.

Ruth Fraser, Literacy Coordinator

• Modern Woodmen of America Camp 17089 is sponsoring a matching fund raffle for the Columbia Literacy Council and will match up to \$2,500 generated by the raffle fundraiser, according to Ruth Fraser, Literacy Council director.

The Literacy Council will sell raffle tickets for a (first prize) smoker grill donated by Eckerd Drugs; (second prize) a \$50 shopping spree from JC Penney's; and (third prize) a \$25 shopping spree from Wal-mart. The drawing is set for May 15. Tickets are \$1 each and may be purchased at the Columbia County Library or from any Literacy Council member. All proceeds will be used to provide books, supplies and equipment for teaching the illiterate.

Club Circuit

Note: Let Columbia County know what your club or organization is doing. Send your news to Club Circuit, P.O. Box 1789, Lake City 32654, or put us on your newsletter mailing list.

Friends donates \$4,000

Columbia County Friends of the Library donated \$4,000 to the Columbia Literacy Council recently. The money will be used to help non-readers learn to read. NationsBank and First United Methodist Church also made contributions to the council.

Matching fund benefit

Columbia Literacy Council will sell tickets for a drawing to be held Friday, May 28, for a smoker grill from Eckerd's, a \$50 shopping spree and a \$25 shopping spree. Tickets cost \$1 each. All proceeds up to \$2,500 from this benefit will be

matched by Modern Woodman of America. Tickets are available from Modern Woodmen, Literacy Council Board members, tutors, students and at the Columbia County Library.

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Literacy check

Virginia Tiner and John Craven, District Representatives for Modern Woodmen of America Camp 17089 Lake City, present Becky Shriveler, president of Columbia Literacy Council, with a check for \$2,800. A matching fund raffle was held recently.

Literacy Council update

Columbia Literacy Council will be promoted by several youth who were students in Diane Ellis' speech class at Lake City Community College. There will be seven 30-second spots about literacy written and produced by the students. Mike McKee and his crew at LCCC and Bob Garner of Warner Cable assisted with the project.

The council also has five lap top MacIntosh computers for tutors to use with their students. Several programs on math, spelling, reading and other skills have been loaded into the computers.



Literacy check

Virginia Tiner and John Craven, District Representatives for Modern Woodmen of America Camp 17089 Lake City, present Becky Shrivler, president of Columbia Literacy Council, with a check for \$2,800. A matching fund raffle was held recently.

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Club Circuit

4/6/93

Note: Let Columbia County know what your club or organization is doing. Send your news to Club Circuit, P.O.Box 1709, Lake City 32054, or put us on your newsletter mailing list.

Gala money well used

The staff and Friends of the Columbia County Library would like for Altrusa Club and those who attended the "Altrusa Charity Gala" held in October to know their efforts will pay dividends for years to come. The proceeds will introduce new worlds to not only children, but for those who cannot read. Of the \$7,000 the library received from the Gala, \$1,400 went toward the purchase of new nonfiction books for children, \$4,000 was given to Columbia County Literacy Council to help pay for the literacy coordinator, two cassette tape player-recorders for use by the children's programmers were added and two Saturday teenage recreational seminars were funded. "The time, money and materials you gave to the library are used in the library and will enrich all library users," said Library director Mary Browder. "Thank you all so very much."

Family storyhours presented by library

Columbia County Library will present "Together is Better...Let's Read" family storyhours Thursday and Thursday, April 22 at 7 p.m.

These programs are for families with children of all ages. The children who attend the program(s) with a parent or adult caregiver will be given a book to take home. The storyhours will include read-alouds, songs, storytelling and more. All families are invited to share the joy of reading with your family, according to Beverly Schulz with the library.

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Fraser speaks to Woman's Club

Columbia County Library Literacy director Ruth Fraser, standing, right, was guest speaker at Friday's Lake City Woman's Club monthly luncheon. Club members, from left, Freda Pickens, chaplain; Wilma Nobles, fine arts chairman; and Karin Janasiewicz, discuss literacy projects following the meeting. (Photo by Margaret Wuest)

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COLUMBIA LITERACY COUNCIL

490 North Columbia Street
Lake City, Florida 32055
(904) 758-2101



News Release

April 1, 1993

The Columbia Literacy Council is having a raffle. First choice is a smoker/grill from Eckerd's second choice is \$50.00 shopping spree at Penney's and third choice is \$25.00 shopping spree at Wal-Mart. Donation \$1.00. Modern Woodmen of America will match up to \$2500. on this fund raising event. Tickets are available from Modern Woodmen, Literacy Council Board, tutors, students and at the public library. Call Virginia Tiner, camp secretary, at 752-9412 or Ruth Fraser, literacy coordinator, at 758-2101.

Drawing on May 1~~st~~th 28

Ruth Fraser
490 N. Columbia Street
Lake City, Fl., 32055
758-2101

MODERN WOODMEN OF AMERICA
CAMP 17089, LAKE CITY, FLORIDA
IS SPONSORING A

MATCHING FUND RAFFLE
FOR THE BENEFIT OF
COLUMBIA LITERACY COUNCIL
DONATION: \$1.00

DRAWING TO BE HELD
FRIDAY, MAY 28, 1993

PRIZES: — 1ST SMOKER GRILL (Donated by Eckerd Drugs)
2ND — \$50 SHOPPING SPREE (Donated by J.C. Penney Company)
3RD — \$25 SHOPPING SPREE (Donated by Wal-Mart of Lake City)

All proceeds raised from this project will be matched by the Home Office of Modern Woodmen of America up to \$2,500. The money will be given to the Columbia Literacy Council and will be used to provide books, supplies and equipment for teaching the illiterate.

NEED NOT BE PRESENT TO WIN

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Name _____

Address _____

Phone _____

March 26, 1993

Sharon Zeilman
P O Box 1098
Lake City, Fl., 32055-1098

Dear Ms. Zeilman,

On behalf on the Columbia Literacy Council and the seven students who will be presented with coupons from the Cracker Barrel for dinner for two I thank you very much.

I cannot tell you their names as our records are confidential. But you have made it possible for several of the literacy students to enjoy taking out a friend or family member to a restaurant for a nice meal. There are nearly 40 students being tutored at this time.

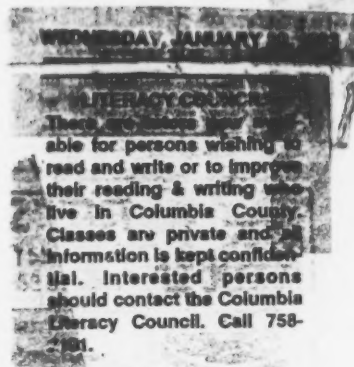
Sincerely,

Ruth Fraser, Literacy Coordinator

Club Circuit

Note: Let Columbia County know what your club or organization is doing. Send your news to Club Circuit, P.O.Box 1709, Lake City 32864, or put us on your newsletter mailing list.

Columbia County Library director Mary Browder and Ruth Fraser, Columbia County Literacy Council director, recently spoke to Altrusa International of Lake City during their by-monthly meeting. Browder explained how the Charity Gala funds received from the 1992 gala were spent and Fraser spoke on literacy and the need for tutors.



Literacy workshops set

Columbia Literacy Council has scheduled a tutor training workshop on Tuesday, March 23, Thursday, March 25, and Tuesday and Wednesday, 30 and 31 from 5-8:30 p.m. at the Columbia County Library. Cost is \$10 and includes materials. A 30-minute supper break will be held. Feel free to brown bag. All four sessions must be attended to become a certified literacy tutor. For more information, call 758-2101.

LAKE
CITY
NEWS

COLUMBIA LITERACY
Council - Tutoring workshop,
March 23, 25, 30 and 31. 5 to
8:30 p.m. Cost is \$10.00 & in-
cludes materials. To be
certified you must attend all 4
sessions. More info 758-2101.

WEDNESDAY, MARCH 10, 1993

ADVERTISER

PUBLISHED WEEKLY ON WEDNESDAY

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OUR 51ST WEEK



34

YEARS
SERVING
NORTH-CENTRAL
FLORIDA

25¢

SINGLE
COPY

LAKE
CITY
NEWS

ADVERTISER
PUBLISHED WEEKLY ON WEDNESDAYS

LITERACY COUNCIL

There are tutors now available for persons wishing to read and write or to improve their reading & writing who live in Columbia County. Classes are private and all information is kept confidential. Interested persons should contact the Columbia Literacy Council. Call 758-2101.

WEDNESDAY, DECEMBER, 16, 1992

508 N. FIRST STREET

LAKE CITY, FLORIDA 32055

PHONE (904) 752-8280

Reporter

Lake City, Florida, Wednesday, Dec. 16, 1992 3 sections 25 cents

Children's activity calendar

An activity a day will keep boredom away, and that's what the Columbia Literacy Council activity calendar can do for youngsters. Each day has an activity to do with the child and also features crafts and poetry. It's a great Christmas gift for any child for only \$4. Proceeds will help someone learn to read. Call the Columbia County Library at 758-2101.

8 LAKE CITY REPORTER, SAT. DEC. 5, 1992

Weekend

...
An activity a day will keep boredom away, and that's what the Columbia Literacy Council activity calendar can do for youngsters. Each day has an activity to do with the child and also features crafts and poetry. A great Christmas gift for any child for only \$4. Proceeds will help someone learn to read. Call the Columbia County Library at 758-2101.

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Let's all be ***Friends of***
Columbia County Public Library

MARY BROWDER, DIRECTOR

SEPTEMBER/OCTOBER 1992

ALTRUSA GALA

What are you doing Oct. 3? I am sure that you know about the ALTRUSA Gala and Silent Auction on Oct. 3 from 7:00 to 10:30 at the Lake City Country Club. It promises to be a fun celebration. Many of you have contributed time and items to be auctioned off, including an oversized Sylvester the Cat, posters, pictures, decorative mirrors, a pet carrier complete with everything you need to start a pet off right, and even bottles of wine. Many businesses have generously given certificates for services. In the next bulletin, we will have a list of the contributors. Thanks to them and you, who are going to the gala, the Friends of the Library, C.A.R.C., and Happy House will be enriched in the coming year. Tickets are available but going fast. I hope that we can see all of you there.



INDIAN GIVERS

The Read and Discuss group got off to a fine start with the program on Sept. 21. If you are interested in becoming a part of it. The first book, we are going to discuss, Indian Givers, by Jack Weatherford, is available at the checkout desk right now. The next meeting to discuss that book will be Oct. 8 at 7:00 PM in the library meeting room. The novel, The Harp & the Shadow, is also available at the front desk. It is a

good chance to discuss your opinions with others, and the discussions are lively.

Tots to teens

School age programs are scheduled every Thursday at 3:30. In October, there will be programs on hot air ballooning, snakes and monsters. A calendar of programs is available at the front desk or in the Children's Room.

Pre-school story time is still on Wednesday mornings.

Ages 2 to 5 meet at 10:00 AM, and ages 3 to 5 will meet at 11:00 AM. Programs will be on Columbus, Lions, and Fall. On Oct. 28, little ones can wear their costumes to a Halloween program.



The Youth Service Librarian is still looking for a few good teenage volunteers, who want to help out in the Children's Room. Call Rene Whalin at 758-2101 to get involved.

WANT THE WORLD ON A STRING?

Sixth graders interested in becoming puppeteers can sign up for a four week workshop in the library. Beginning Monday, Oct. 19, the would-be puppeteers will meet from 4:00 to 5:00 PM for 4 weeks. Contact Rene Whalin in the Children's room for more information.



IS SOMEONE MISSING HERE?

Mattie Riley, our magazine organizer, retired this month. We will miss her cheerful and helpful attitude. Another native of Columbia County, Barbara Gray, is now trying to keep those always shifting magazines in their proper order. As much as we will miss Mattie, we are glad to have someone equally competent tending our magazines.



MAGAZINES TWO

We subscribe to 107 magazines and newspapers. In addition to these, people often donate magazines. We remove any names and addresses from them, and as space permits, we put out the newest issues for the library patrons to use. We select general interest magazines, that are indexed so library users can do research in them. We also get local interest magazines and newspapers, such as Florida Wildlife and Florida Living. If we cannot use a magazine, we sell it & use the money to buy more library materials.

Friends of the Library Meeting

Mark Monday, Oct. 12 on your calendar for the next Friends meeting. We will meet in the Library Meeting Room at 7:00 PM.

SOME OF OUR WISHES ARE GRANTED?

The library is the recipient of two grants this year. Both involve adult literacy. One grant is going to help us increase our materials on mathematics as well as reading. The other grant is aimed at increasing the materials that families can use to work together to increase both children's and adults' reading abilities.

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Literacy News

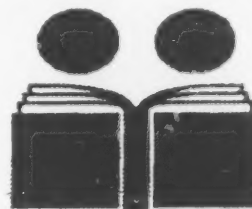
September was Literacy Month.

Columbia Literacy Council is training twelve new tutors at present. They will complete the sessions on Wednesday, September 30. A reception will be held immediately following the last training session to introduce the new tutors. Gwen Sharp, Mary Halyburton, Virginia Newsom, Don and Sarah Weidig conducted the 12 hour workshop at the library.

Warner Cable held a promotion for the Literacy Council and all proceeds from new subscribers during the week of September 6-12 were donated to the Council. Many thanks to Bob Garner for the support from Warner Cable.

Joy Perkins, through Green Thumb Program, has started helping in the literacy office at the library. She will be working from 9-1 daily except on Fridays. At present she is learning about the various aspects of the program by taking the tutor training workshop. She will be making phone calls and helping both tutors and students find materials they need.

Ruth Fraser, coordinator of the literacy program, has been conducting workshop called Parents as Partners at Happy House Day Care Center. This weekly program involves parents with young children and encourages them to read more to their child. Hopefully this involvement will improve the chances for success in reading when the child begins school.



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LITERACY WORKSHOP

On Friday, October 2, there will be a seminar on recruitment and volunteers from 9-3. Mike McLeod will be the leader. He is presently the project director at Lake Sumter Community College. Mike has led similar seminars throughout the state and has had great success in recruiting adults into the reading programs. The Columbia Literacy Council is sponsoring this event so the only cost to you is time and lunch.

WHAT ARE FRIENDS FOR?

This year the Friends of the library have paid for children's books, printed bi-monthly newsletters, and added to the computer room. The Spring auction made \$4,418.76 and we have spent \$2922.20 on new easy and juvenile fiction books to spruce up our collection and encourage more children to read and get more out of life.

We hope that the profits from the Altrusa Auction will help the literacy program and add children's non-fiction books to the collection. Many of our children's non-fiction books are worn-out and out of date. The Friends of the Columbia County Public Library have truly been good friends in the past year and you have enriched the library.



OOOPS!

We forgot to thank the Homes of Merit and Kent Harriss for the truckload of lumber they donated to the Baker Correctional Institution cabinetry class of instructor, Richard Odom. This generous contribution resulted in the wooden furniture that was sold at the Spring auction.

Fort White Branch

We have a temporary Fort White Branch manager this month. Tammy Keen, who has served on the Board of the Friends of the Fort White Branch, is the interim library manager. Vickie Lepore has opted to teach her daughter, Brena, at home this year. Vickie is not deserting us entirely. She is still doing her wonderful children's programming at the branch. The position of Fort White Branch manager will be advertised soon. We are working on the job description right now.

BOOKS FOR PEOPLE WHO LISTEN

We have a growing collection of cassette books for people who prefer to hear their books, people who do a lot of driving, and people who can't see other books. We have bestsellers like the frightening Beast, by Nathaniel Benchley; the gritty Maximum Bob, by Elmore Leonard; the very Southern Cold Sassy Tree, by Olive Ann Burns; and the romantic September by Rosamund Pilcher. We also have mysteries such as The Cat Who Knew a Cardinal, by Lillian Braun, Turquoise Lament, by John D. MacDonald and even several New Adventures of Sherlock Holmes starring the Inimitable Basil Rathbone. If you cannot resist a western by Louis L'Amour, we have West of the Tularosa, Trail to Peach Meadow, and many others. Next time you want to hear a good book, try the library. The cassettes check out for two weeks at a time and they are free.

Bouquet for Margaret

Margaret Wuest has been a good friend of the library and has kindly reported on most of our activities for the past few years. We owe her thanks for keeping the community informed of all of our activities. Whenever you read about us in the Lake City Reporter, it is usually because Margaret has noticed us. She really does deserve a bouquet.



MEMBERSHIP APPLICATION

- ☐ I want to continue my membership in the FRIENDS.
☐ I want to become a member of the FRIENDS.

Individual	\$ 5.
Family	\$ 10.
Organization	\$ 25.
Sustaining Donor	\$ 50.
Sponsor	\$100.
Contributing	\$_____

My Interest is: _____

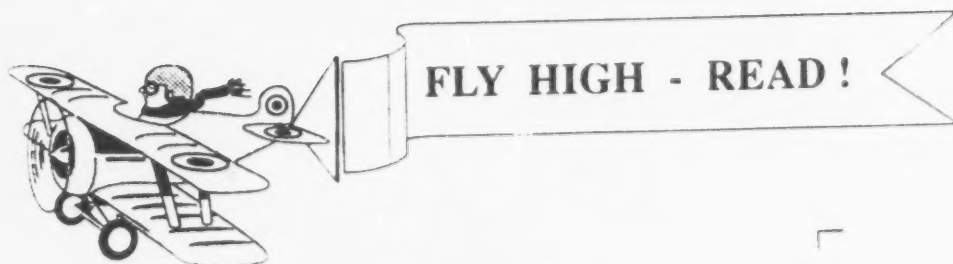
Name _____
Street _____
City _____ State _____ Zip _____
Telephone _____ Donor's Name _____

*** Dues and contributions are tax deductible. Renewals occur each year in the month you joined. ***
*** Look at your address label for your renewal date. ***

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Let's all be ***Friends of***
Columbia County Public Library

MARY BROWDER, DIRECTOR

MAY/JUNE 1993

From the Director

Many times when we come and go in the library, we get stuck in a rut from day to day, but the staff of the library hopes that we are providing you with materials that will keep life new and interesting. We are working for you, and we try to get new books, cassettes, and videos out to you as fast as possible. Jean Schmidt enters book orders into a computer that orders them direct from the jobbers. Barbara Gray unpacks books and checks to see we get the books that we ordered. Hazel White makes sure that we are correctly billed. Penny Layton enters nonfiction books, Mary Williams enters fiction books, and Lucy Cole enters juvenile books into the catalog so you know what we have. Barbara Gray, Charlotte James, and Nancy Palmer put identification and covers on books so we can check them out. From the time that we enter book orders into the computer till we actually get them on shelf, it is usually 2 weeks, but it can be faster or slower depending on the availability of the books. In addition, to these jobs staff members also check out, check in and shelve around 25,000 items a month. We sometimes get tired but we don't get bored.

**MAKE A DATE FOR THE FRIENDS OF
THE LIBRARY BOOK SALE**

It is spring, and it is time to clean house. If you have books, cassettes, videos or magazines, you can bring them down to the library for our used book sale on Saturday, May 15 from 9:00 AM to 2:00 PM in the Library's meeting room. If you have already cleaned house and need more books and things to put back on your shelves, the book sale is a good place to buy books. If you want to help with the sale, contact us. We can always use a few good men or women to help.

Equalization Grant

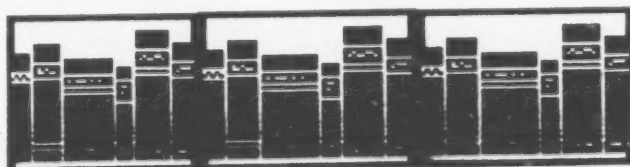
We got a special grant from the state to Equalize our library so it could provide some of the services that larger libraries in the state have. We are using the money to upgrade our catalog and circulation system. Our system has served the library well for over 10 years, but it is breaking down more and more frequently as many of you, who use the library frequently may have noticed. We are looking at systems that will be compatible with other libraries so we can use their catalogs as well as our own to locate materials.



We are also looking at a security system, since we have noticed that our book losses are growing with increased use of the library. We would like to get books into peoples' hands so that they may use them, but we do want them back so other people can use them. A security system should cut our losses.

Of course, we are going to buy more books and cassettes and videos for adults and children. We know you want more new materials to check out and we are working on it.

We are going to get a couple of new computers for the public access computer room and add some new programs. So little by little, you will see the results of the equalization grant in the next months. Coming soon are some new tables for the children's room and the magazine area.



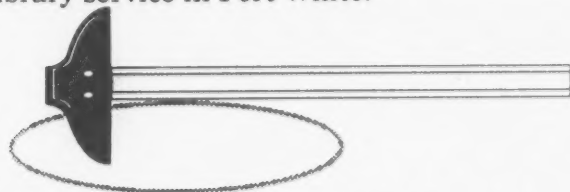
We're going places



The Friends of the Library are going to purchase a van to haul things around. For years, we have begged and borrowed vans to pick up items for sales or to move equipment to other locations or to take library materials to Fort White or to visit daycare centers. Now we will be able to move people to meetings or move materials to display at the mall or pick up donated items when we need to, and with a van, we won't have to worry about getting wet when it rains.

FORT WHITE GROUNDBREAKING

On May 7 at 11:00 AM, we will be breaking ground for the new Fort White Branch Library. In five short years, the branch has outgrown its original building. The new branch will be built next to the town hall and have room for the Sheriff's Department to have an office in the building. The new Fort White Branch Library manager is Patti Street, who has been active as a volunteer and a member of the Friends of the Fort White Branch Library. She, the Friends of the Library and volunteers are all really ready for the new building. They are eagerly planning how to furnish the new building. So if you are in Fort White, you will see the beginnings of the new branch building and the continuation of library service in Fort White.



Fort White Hours have changed. The Branch will now be open

Mon., Tues., & Thurs.	12:00 - 6:00 PM
Fri. & Sat.	9:00 - 1:00 PM

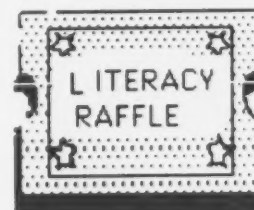
The Friends of the Fort White Branch will sponsor a Chicken Pilau dinner on May 15 so if you are planning to be in Fort White stop by Deese Square from 11:00 AM to 3:00 PM. The meals are \$3.50 for Adults and \$2.50 for children under 12 years old.

TAKE A CHANCE ON LITERACY

The Literacy Council is having a matching raffle sponsored by Modern Woodmen of America. The drawing will be May 28 at the library. Items to be presented are smoker/grill from Eckers, \$50.

shopping spree from Penney's, and \$25. shopping spree from Wal-Mart. The donation is \$1.00 for each ticket.

To get your tickets see any board member, tutor or Woodmen of America or just come by the library and see Ruth or Essie.



It's news to us

In order to help students read newspaper ads, the library's literacy grant has purchased ten newspapers. There are six weeklies and four dailies to be placed on the wall across from the conference room. Dailies ordered are Atlanta Constitution, Orlando Sentinel, Miami Herald, and Tallahassee Democrat. Weeklies include papers from neighboring communities.

May Literacy News

Soon to be seen on cable TV are public service announcements for literacy done by Diane Ellis' speech class at LCCC. There are seven 30 second spots about literacy which were written and produced by the students. We appreciate the support of Mike McKee and his crew at the college and Bob Garner of Warner Cable for all their assistance in this project.

We have five lap top Macintosh computers for tutors to use with their students. Several programs on math, spelling, reading and other skills have been loaded. A "Hands On" demonstration is planned for Wednesday, May 26 from 2-4 and 5-7 here at the library for tutors to practice on these baby Macs.

SUMMER YUMMERS



Sample Summer Yummers at the Columbia County Public Library. Children from kindergarten through seventh grade are invited to join the delicious summer library program featuring a feast of books, stories, puppets, special guests, crafts, films, prizes and much more. Don't miss the fun starting June 7, 1993 through July 29, 1993.

School-age programs will be on

Wednesday at 1:30 PM for ages 6 and up,

Thursday at 10:00 am for ages 6 and up and
1:30 for ages 8 and up.

The library will also have pre-school programs

Monday at 11 am and Wednesday at 10 am.
for ages 2 - 5 (Families welcome)

Wednesday at 11 am for ages 3 - 5 (No
babies please).

Special guests will include visits from the
Suwannee Valley Zoo on June 23 at 11 am for ages
2-5 and on June 24 at 10 am for school-aged chil-
dren.

For more information contact the youth
services department of the Columbia County
Public Library at 758-2101. Everyone is welcome.

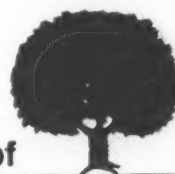


Fort White Summer Programs June 8 - July 27

Tuesdays 3:15-4:15 Schoolage children

Fort White Puppet workshop

Tuesdays 10:30- 12:00



In Memory of

Given By

Betty Coots
Shirley Giebeig

Leeta Fitzwater
W.C. Hale
Ann Hall
Cristelle Wells Knighton
Noidrie Moses

Jack Brown
Joseph A. Parker

Ed & Eileen Brunner
G. Powell Summers
Giebeig Construction Co.
Rose Bud McColskey
Steve & Angie Ferkovich
Barnett Bank of N. Florida
Ed & Eileen Brunner
G. Powell Summers
Genevieve S. Nelson
Dr. F. W. & Jane Henderson
Helen Real
G. Powell Summers
Ed & Eileen Brunner
Ed & Eileen Brunner

Books have been placed on order and will be placed in
the library with memorial bookplates as soon as they
arrive.

Volunteers

We need a dedicated groundskeeper. Our
grounds keep getting frowsy looking. If you
are inclined to save the environment, you
might want to practice on ours by volunteering
to spruce up our grounds.

Fiche filer

Our microfiche get used, and we don't always
get around to re-filing them. If you have a
strong sense of order and like to put things in
order, you might want to volunteer as a fiche
filer once a week. We guarnatee there's practi-
cally no odor involved.

They went west?

Our hardback western and science fiction books
were getting crowded so we moved them to the
end of the the nonfiction books at the far west-
ern end of the library. If you head toward the
setting sun, you will find the westerns (and the
science fiction) on aisle 14 in order by the
author's last name. Now they have a little more
room and so do the other fiction books.

MEMBERSHIP APPLICATION

☐ I want to continue my membership in the FRIENDS
☐ I want to become a member of the FRIENDS.

Individual	\$ 5.
Family	\$ 10.
Organization	\$ 25.
Sustaining Donor	\$ 50.
Sponsor	\$100.
Contributing	\$ ____

My interest is: _____

Name _____

Address _____

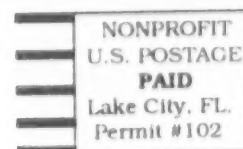
City _____ State _____ Zip _____

Telephone _____

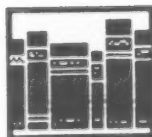
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BOOK SALE
MAY 15TH



Let's all be **Friends of**
Columbia County Public Library

Mary Browder, Library Director

July/August 1993

From the Director

It is the dog days of summer, when it is hot and sticky. It is the ideal time to read a good book or view a video or listen to a cassette instead of cutting the grass. We hope we can tempt you to use the library.

For the rest of July, we have Summer Yummers programs for children from preschool age to 12 years old. We have teen volunteers making banners and creating materials for children. We have adult volunteers teaching other adults how to read. We have an adult volunteer creating notices for channel 9, and another volunteer updating the community organizations database.

There are plenty of books and videos and new cassettes for summer reading, watching and listening. (See list of What's Hot later in newsletter.)

For newspaper readers, we are currently subscribing to the Tallahassee Democrat, the Florida Times Union, the Gainesville Sun, the Miami Herald (It still is not appearing regularly), Orlando Sentinel, the Atlanta Journal, the Jasper News, Bradford City Telegraph, the Union County Times, the Branford News, Inc., the Suwannee Democrat, the High Springs Herald and the Lake City Reporter.

There seems to be an awful lot going on, on a daily basis, but the library is still a cool place during these hot summer days. We hope you get a chance to enjoy it.

Fort White Branch

The new building for the Fort White Branch is progressing rapidly. The walls are up and the roof is going on. The new building is right next to the Town Hall just 1 block west of the traffic light in Fort White. Patti Street, the FW Branch manager, is busy planning

the new branch. We are using grant money to add to the collection, and Patti is ordering best sellers, children's books and how to do it books.

What's Hot?

It seems to be the summer of suspense. At least the suspense novel. We have had a run of books by John Grisham since the movie "The Firm" came out. Other books by Grisham, including The Client, Pelican Brief, and A Time to Kill are proving equally popular this summer.

The film, "Jurassic Park," has revived interest in dinosaur books. We have a number of books on dinosaurs in the 568 area of nonfiction books. People, who are interested in the techno-thriller aspects of Michael Crichton's books, have also been reading his earlier books, including The Terminal Man, Congo, Sphere, and The Andromeda Strain.

Other popular authors include John Sandford, whose newest thriller is Winter Prey. He has written 4 other Prey books, including Rules of Prey, Shadow Prey, Eyes of Prey, and Silent Prey. All have twists and turns that lead the reader into the dark side of life.

Mary Higgins Clark's latest suspense novel is I'll be Seeing You. Her other novels are equally tense psychological thrillers. They include Weep No more My Lady, The Cradle will Fall, Stillwatch, A Cry in the Night, While My Pretty One Sleeps, and Loves Music, Loves to Dance.

The Best things in life are...

Videos now may be checked out for 1 week for free. If you do not return them on time, however, there is still a fine of \$2.00 a day. We still have a limited video selection, and we need to limit the number of videos that can be checked out at one time so all may share. We currently have more videos on order and will list some of them in the next newsletter. All of our videos are in the computer catalog under the subject VIDEO, as well as by title. So feel "free" to check them out.

What's new?



We have added a number of new items to the library. We added three video towers to put our videos in a more visible place. These are in front of the reference librarians desk and contain non-fiction videos.

We have added 6 tables to the Youth services area for parents and children to use for studying or reading. We changed the tables in the newspaper area from 3 square to 4 round to provide an extra table for our daily readers. We will be moving the old tables to the Fort White Branch in the fall.

We now have a FAX to receive information. It is at 904-758-2135. We have mastered it most of the time, but like most machines, it still has the power to amaze us with abilities that we did not know about.

We have added two CD-ROMs to our collection of informational CD's. We have Phonedisc USA, which contains 79 million names, telephone numbers, and addresses. Why not look up old friends or distant relatives on Phonedisc USA? Not only does it have residential telephone numbers and addresses from all over the fifty states, but businesses as well! Although, we have found some omissions, it is very useful to find a business in New York or locate a lost relative in Ohio. Come try it out in the Reference area of the library. You'll never know how useful it can be 'til you try.

The CD ROM The American Indian: A Multimedia Encyclopedia contains information on 129 Indian tribes in the United States. You can search for information on history, biography, tribal names or legends. In some instances, there are photographs, maps, and treaties attached to the text information. The text can be reproduced, but the photos can not be reproduced. It is a fun and interesting way to explore information about Indians.

WHO ARE ALL THOSE PEOPLE?

The teenagers, that you have noticed shelving books this summer, are from the J.T.P.A. Summer Youth program. They are shelving books, videos, and cassettes. They run off copies of the bookmarks and stamp date dues for the items that you check out. Since we circulated over 27,000 items in June, Earnest Burch, Esta Evans, Shonta Jerry, and recently, Kashawnda Harrison have been pretty busy and they have done an excellent job of getting those books, videos and cassettes back on the shelf for you to find and check out again. We really appreciate our summer workers.

Storytime Programs

Although there will be no programs in August, Even children's librarians need some time off. We will be starting all over again on September 9th at 3:30. Be sure to pick up the printed schedule of what is going on in the children's room. They give times, dates and the themes of the programs in each month.



Far Away places

Interlibrary loans allow us to borrow books from other libraries all over the country. Last month we borrowed 76 items for our patrons. We try to get popular books for the library, and we cannot get them all. Other libraries allow us to borrow their books, but also expect that we will return them on time. They can suspend borrowing privileges and do charge us the cost of the book plus processing fees to replace books that patrons do not return to us. Patrons who do not return books on time can lose interlibrary loan borrowing privileges since other libraries do not have to lend us books. We cannot borrow new books from other libraries because they reserve them for their own library users.

Interlibrary loan does not come cheap. We operate a modem and phone line that allows us to contact other libraries that can cost on the average of \$120.00 per month. This does not include the cost of personnel wrapping books to send them back and postage to mail books. Interlibrary loan books are normally books not

available locally because they are out of print, not part of the libraries normal collection or specialty books that are only available from special libraries. Please ask for Sylvia when inquiring about Interlibrary loan. She's our library specialist in interlibrary loan.

Video Visits

If you have ever wanted to travel, but were not sure exactly where you wanted to go, video traveling can be a good way of exploring without the expense, and if you find a place that is too wonderful to miss, you can always put it on your to do list of places that you really want to see in person.

It is a little warm now but if you are interested in the Caribbean, you might want to check out Mexico's Beach Resorts or Puerto Rico. Both videos show the fun and sun face of the Gulf and Caribbean.

To escape to a cool rainy place, you might want to view Vancouver and Oregon. Although these videos emphasize the tourist aspects, it really does rain there a lot and it is a cool place for a vacation.

If the humidity and traffic of the present have gotten you down, you might want to explore the desert dry land of Mesa Verde National Park or Canyon de Chelly. Both tell about the culture of the southwest as well as giving you tips on what you will find there today.

You could even go around the world in eighty days or less by video. You can move from the British Isles including Ireland and Scotland to Discovering Denmark to Argentina to Portraits of the Far East. So break out the VCR and "Bon Voyage."



MEET THE LIBRARY STAFF

Mary Browder, Director
Sylvia Atkinson, ILL Librarian
Rene Wham, Youth Services Librarian
Ruth Fraser, Literacy Coordinator
Morris Williams, Detention Librarian
Joan Schmidt, Library Assistant
Henry Layton, Library Assistant
Danna Sue Sawyer, Children Progr.
Jack Palmer, Shelver
Linda White, Bookkeeper
Tony Austin, Janitor

Lucy Cole, Head Circulation
Audrey Frank, Reference Librarian
Mary Williams, Library Technician
Essie Mobley, Literacy Assistant
Charlotte James, Detention Clerk
Barbara Gray, Serials Clerk
Linda Thomas, Secretary
Beverly Schulz, Children Progr.
Shaune Mayo, Shelver
David Gilliam, Computer Tech.

and many volunteers

LITERACY

In addition to tutoring adults in reading the Literacy Council has a math tutor. *Phyllis Ramsey* is now tutoring beginning math for adults. For more information call the literacy office at 758-2111.

The raffle went very well. We raised \$1400. for literacy and Modern Woodmen of America matched that amount. Many thanks to Virginia Tiner and all of the people who supported this event. Winners were: smoker/grill donated by Eckerds - *Eileen Brunner*, \$50. shopping spree donated by Penney's - *Susan Greene*, and \$25. shopping spree donated by Wal-Mart - *Karen Deverick*. Congratulations to the winners and thanks again to the three businesses for their donations.

Dates to put on your calendars. July 30 will be a coffee time from 10 to 11:30 AM here at the library for tutors and board members to share joys and frustrations. August 28 will be a planning meeting with a literacy team from Gainesville for the next tutor training workshop. If you want to help with this call the literacy office 758-2111 for more information. The next workshop is scheduled for two Saturdays in early September. This will be all day from 9 AM until 4 PM on the 11th and 18th.

MEMORIES

In Memory of

Donors

Ruth Arnold

Jack & Joan Rountree
Morris & Sue Felder
Mrs. Roy Ward

Porter Claude Crapps, Jr.

G. Powell Summers

Mrs. Walter Goodwin

Jack & Joan Rountree

Terri Milton

Joseph & Sue Persons

Levy, Trey & Anisa Sapp

Joseph & Sue Persons

Mrs. Henry Plenge

Mrs. Roy Ward

Frank Wayt

Joseph & Sue Persons

Charles Pueschell

Glenn & Olivia Adams

Books have been placed on order and will be placed in the library with memorial bookplates as soon as they arrive.

FRIENDS MEETING

The next meeting of the Friends will be September 13, 1993 at 7:00 in the library's meeting room. Anyone who is interested is welcome.



USE OF THE MEETING ROOMS

Last year, there were 780 meetings in the library and 23,584 people attended those meetings. Of course this includes children as well as adults, but even so, the meeting rooms are being used.

To use the library's meeting rooms, the meeting must be of an educational nature and the meeting must be open to the public. No profit making or commercial meetings are permitted. Organizations cannot solicit for donations for fundraising except for the sole benefit of the library. Meetings can only take place during library hours.

A fee of \$5.00 is payable in advance if refreshments are served. Groups meeting in the library are responsible for arranging chairs and tables and putting the chairs and tables back. Neither smoking or alcohol are permitted in the library. If there is a change in the meeting room use, please call 758-1011 and talk with Linda Thomas, who serves as the room use coordinator.

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MAIN LIBRARY

MON. - THUR. 9 - 9
FRI. & SAT. 9 - 5
SUN. 1-5

TELEPHONE:

758-2101	CIRCULATION
758-1016	REFERENCE
758-2111	LITERACY
758-1018	MEETINGS

FORT WHITE BRANCH

MON., TUES. & THURS. 12-6
FRI. & SAT. 9-1
WED. & SUN. CLOSED

497-1108



Let's all be **Friends of**
Columbia County Public Library

LUCY COLE, INTERIM DIRECTOR

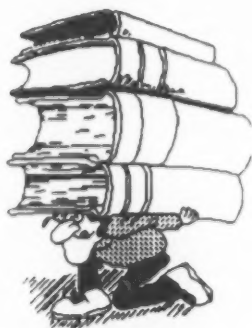
OCTOBER/NOVEMBER 1993

Interim Director

Mary Browder resigned as Library Director effective September 9. I was selected to be Interim Director until a new Director is hired. The job vacancy notice has been readvertised in Florida and a notice has been sent to the American Library Association.

This means we are now short 3 1/2 staff positions. We are doing the best we can to maintain services and programs. It is difficult but we hope you will be patient and bear with us until we can obtain staff replacements. If it takes a long while for someone to answer the phone, please understand that all staff members are busy helping others in the library. Please call back later if you don't reach us the first time. We do want to help you.

Lucy Cole, Interim Director



**TAKE THESE HOME
FROM THE BOOKSALE!**

BOOK SALE

The Friends support the library's book budget. They do this by having a book sale. **NEW** books will be sold in the library meeting room.

<u>Dates</u>	<u>Times</u>
Tuesday, November 9	1-8
Wednesday, November 10	1-8
Friday, November 12	1-5
Saturday, November 13	9-5
Sunday, November 14	1-5

Last Year we did this in late November. It was suggested that we do it a bit earlier in the month this year. Some Friends thought they would like to do their Christmas shopping and help the library at the same time.

There will be all kinds of books. Picturebooks, junior books, non-fiction, dictionaries, cookbooks, crafts, and lots more. There will also be cassettes to listen to in your car while making that long trip to Grandma's house for the holidays.

A book is one of the nicest gifts you can give for Christmas. It's attractive. It looks nice on your bookshelf or coffee table. It matches everything in your home and is easy to take along if you're traveling. Not only that, its very easy to wrap. And it lasts a long while.

Seriously, a carefully selected book is a great gift for all ages.

Lucy Cole says there will also be one table of very nice used books which will also be for sale at reasonable prices.

VOLUNTEERS NEEDED

If you would like to help sell books and can give four hours of your time, please call Linda Thomas at 758-1018 and let her know when you can. Dr. Frank Broome is in charge of the booksale committee.

The Friends' Board of Directors will be setting up the sale at their regular November 8 meeting. If you would like to help with that, be in the library meeting room at 7:00 PM. Packing up after the sale is even more fun.

We'll start that at 5 PM on Sunday, November 14.

The library is extremely short staffed at this time. If you think you could assist at the check-out desk by checking books in and answering the phone, we could use your help. We particularly need help between 3 and 6 on most weekdays and 3-5 on Friday and Saturday. If you are knowledgeable about children's books, we could use you to assist people in selecting books - particularly on Saturdays.

If you have mastered the use of our computer catalogs, we could use you anytime. You would assist people in finding the books and other materials they need. If it happens to be a slow time, you could use the computers to check lists of books for possible ordering.

If you need stooping and stretching exercises, you could shelf books. You need to be very good at alphabetizing and know how to put decimal numbers in order.

Love to write? How about doing a column for the next Friends' newsletter. How the library helped you. What you like best about the library. Funny library anecdotes.



GRAND OPENING



The new Fort White Branch Library will open as soon as a few last details are finished - such as shelving. Watch for the announcement in the newspaper and on TV Channel 6.

WHAT'S NEW

The youth services area has new computer desks. They're in a circle around the load bearing pole. We are so relieved not to be tripping over wires. This arrangement plus the rearrangement of youth services staff desks makes it easier to see if you need help.

FROM THE YOUTH SERVICES

Fall has arrived in the children's room. Pre-school story times are on Wednesdays at 10 am for ages 2-5, and at 11 am for ages 3-5. Some pre-school themes will be Halloween, Thanksgiving, and "What Shall I Wear". School-age storytimes are on Thursdays at 3:30 pm for grades K -6th. Some themes will be "Mischievous Animals", Thanksgiving, Cowboy and Indians, and "That's Silly". Beverly Schulz and Donna Sue Sawyer started Daycare Centers story programs on September 23rd. They visit 18 daycare centers in a three week period.

CHILDREN'S BOOK WEEK -- NOV. 14 - 20

Celebrate Children's book week. Give a child a book you purchased the week before at Friend's booksale. If you don't have a child, celebrate by attending one of the children's library programs. It will give you a lift. You can see the results of some of the work that goes on behind the scenes in the library.

STAFF GOES BACK TO SCHOOL

Friends of the Library established a new project this year. In order to have even better services, a scholar-



ship project was started. Mary Williams, Linda Thomas, and David Gilliam are taking courses at LCCC. Mary is upgrading her business management knowledge. Linda, who composes the layout for our newsletters, is honing her desktop publishing skills.

David is learning how to program. David maintains the PC's and assists library users in the computer room.

At the regular Friend's Board meeting on October 11th, a letter was received from David. With his permission, we are sharing it with you at this time.

TO: Friends Of The Library
FROM: David Gilliam
DATE: 9-30-93

Dear Friends,

Thank you, for the scholarship. I appreciate your support and your consideration for me and the Library. I feel that Columbia County has one of the best libraries in the State of Florida. We also have the best computer room in North Florida. Not because of me but because of your support of this library. I realize that we all have to work together but there are a lot of Libraries out there that do not have the support that you provide. Please, let me say again in deep gratification, THANK YOU!!!! I only hope by getting top grades this also will show my true appreciation of your confidence and trust in me.

Sincerely,

David Gilliam

The Friends also hope to send a library staff member to the Public Library Association National Conference. This year it will be held in Atlanta March 23-26, 1994. They also have Friends at this meeting. We will be delighted if some of you will be interested in finding out more about libraries. This is the first time the conference has been held in the Southeast. Let's put it on our calendars, fill up a van and GO!

MEMBER DISCOUNTS

Sea World is a fantastic place to visit this time of the year. One of the benefits of being a Friend is a discount card for Sea World. If you are a member, **pick up your card and take advantage of some of these discounts.** If you're not a member, please support your library. Join now and get your card.



Literacy News

The next tutor training workshop will be held on October 23 and 30. It will be from 9 til 4 both days. Cost is \$10.00 which covers materials.

The Columbia Literacy Council is again selling Totline Activity Calendars for \$5.00 each. Each month includes daily activities, crafts and poetry for young children. They make wonderful Christmas gifts for parents of young children.

Sarah McNemar, student being tutored and also attending adult basic education classes, recently received a scholarship to attend the literacy conference in Fort Lauderdale. She returned eager to share this experience with other students. A student support group is being organized this fall to encourage others.



MEMBERSHIP APPLICATION

☐ I want to continue my membership in the FRIENDS
☐ I want to become a member of the FRIENDS.

Individual	\$ 5.
Family	\$ 10.
Organization	\$ 25.
Sustaining Donor	\$ 50.
Sponsor	\$100.
Contributing	\$___

My interest is: _____

Name _____
Address _____
City _____ State _____ Zip _____
Telephone _____

★ Dues and contributions are tax deductible.

Please join the Friends of the Library. Board meetings are in the library on the 2nd Monday of each month. We are the support group for the library and its services. Dues are inexpensive enough so that everyone may join. All members are welcome at all meetings. Please don't wait to be asked before you participate. We are always happy to have new members in our group. You may be as active or inactive as your time permits.

Bob Garner, President

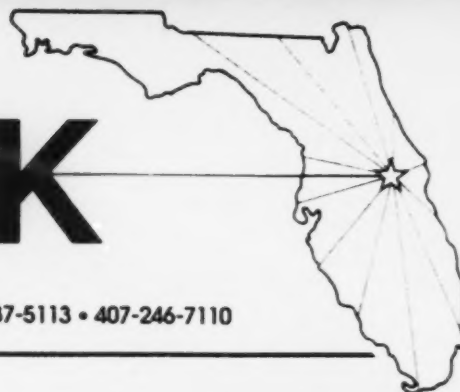
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BOOKSALE
NOV. 9TH



LITERACY MONTH IN FLORIDA



September
1993

Literacy programs are preparing to celebrate literacy month with a dynamic array of activities that range from very traditional outreach efforts (tutor training, book drives) to such events as "Kiss the Pig for Literacy". These events reflect the creativity and enthusiasm that drives Florida's literacy efforts. A sample of events appear on page 4.

Many adult education and literacy programs have planned special events on September 8th in recognition of International Literacy Day. The Florida Literacy Coalition is sponsoring a "Celebrate Success" literacy campaign and has developed posters and door hangers (English and Spanish) that are available upon request from the FLC.

September 8th has also been designated as the broadcast date for the national "GED Get It!" campaign that will feature a one hour television program on PBS stations throughout the state (page 5 for the schedule of broadcast dates and times). The Florida Literacy Coalition will support this statewide initiative through the Florida Literacy Hotline referral number (800-237-5113).

FLORIDA LITERACY AWARDS

Each year the Florida Literacy Coalition requests that nominations be submitted from each region to recognize those individuals and businesses who have made a significant contribution to literacy efforts.

These distinguished service awards will be presented at the 1994 Florida Literacy Conference in Jacksonville on January 27, 1994 at a special recognition luncheon.

In addition to regional awards, the FLC will present a statewide literacy award to one individual and one business/company whose efforts have impacted literacy efforts throughout Florida.

Dan Williams, New River Correctional Institute, will serve as the Awards Chairman for the 1994 Literacy Awards process.

For additional information and nomination forms for the 1994 Literacy Awards, please call the FLC at 800-237-5113.

It is recommended that the nomination process be coordinated through local PLUS groups or Coalitions to ensure participation by all literacy providers in the region.

**Nominations are due
November 17, 1993**

IN THIS ISSUE

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- ❖ GED Get It!
- ❖ Hotline Summary
- ❖ Literacy Events
- ❖ 1994 Florida Literacy Awards
- ❖ FLC Members
- ❖ "I'll Be There"
- ❖ PBS Schedule



Individual Members

Constance G. Bennett
Jean L. Da Costa
Carol A. Dickmann
Louise D'Oliveira
Matt Fischer
Patricia Foreman
Terry Keter
Ruth Lane
Elizabeth Mayer
Gary McBride
John McKinney
Ken Montgomery
Rory Morris-Richardson
Flo Nelson
Richard T. Rees
Zina Schubert
Betty Ann Scott
Barbara Stampf
Susan Warren
Ilene Zaleski

Organizational Members

Collier County Public Schools
Indian River Community College
Lake County Library System
Ministry to Internationals
North Central Area Literacy Council
Orlando Voc-Tech Center

FLC NETWORK

No. 57 August 1993

President: Scott Ellington

Executive Director &
Editor: Anita S. Rodgers

The FLC Network is produced bi-monthly
by the Florida Literacy Coalition, Inc.,
Orlando, Florida.

WHAT'S NEWS IN LITERACY

Celebrate Success Campaign

Statewide outreach initiative for adult students. Posters and door hangers (English/Spanish) available by calling the FLC at 800-237-5113. Samples will be available at the FLC exhibit booth at the ACE of Florida Conference, St. Petersburg.

Fifth Annual Family Literacy Festival

Saturday, October 9, 1993 at the Gainesville Sun (Region 3). Contact Pat Warnock, Volunteer Center of Alachua County, (904) 378-2552

Florida Adult Literacy Resource Center

New address and telephones:
3333 West Pensacola Street, Suite 340
Tallahassee, Florida 32306-1015
(904) 921-9092; Suncom:291-9092; Fax: (904) 921-4488

Fourth National Adult Literacy Congress

September 17-20, Washington D.C.
Student Representative: **Arthur Butler**, Ft. Pierce
Learn to Read of St. Lucie County, Inc.
Practitioner Representative: **Janet Hansen**, Ft. Lauderdale
Broward County Library
Call Janet Hiemstra, LLA, (315) 422-9121 for information.

Graduate Credit Course

September 21, 1993 at the Tradewinds Hotel in St. Petersburg, \$321.16 (in-state tuition). Contact Dr. Diane Briscoe at (813) 974-3406, University of South Florida for information.

Grant Writing Workshop

September 21, 1993 at the Tradewinds Hotel in St. Petersburg. Free of charge. Contact Dr. Dan Gardner at (813) 974-3455 for information.

LLA Seminar

How to Create Customized Basic Skills Training for the Workplace, November 9-10, Crown Sterling Suites, Ft. Lauderdale. Two day seminar conducted by J. William McVey, \$425.00. For information call The Center for workforce Education, Allen Manning, 800-221-6676.

New Readers Press

Effective September 1 prices on most titles will increase 5%.

1993 Times Festival of Reading

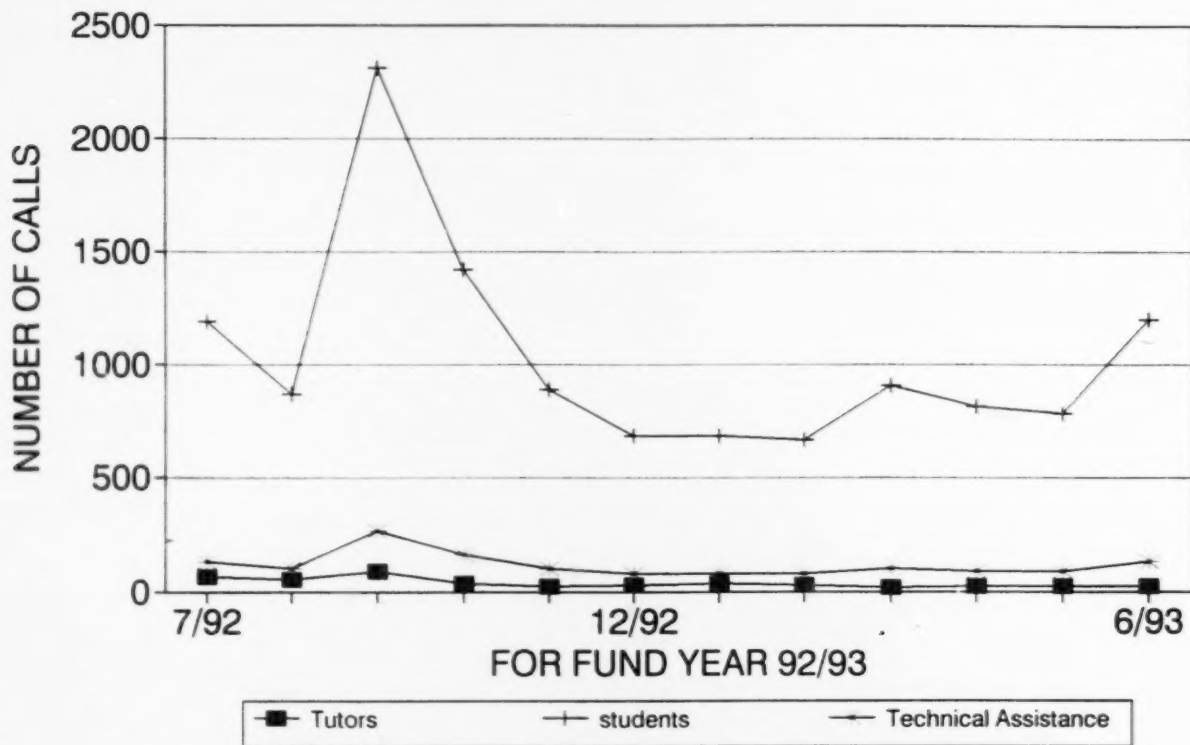
Annual literacy festival sponsored by St. Petersburg Times and Eckerd College, Sunday, October 31, 1993, at Eckerd College. Call James E. Faucett, (813) 892-2358

Walk-Run for Literacy

Scheduled for November 6, 1993, at the Siesta Key Public Beach. Sponsored by Sarasota County Adult and Community Education. Contact Winona Lowe (813) 924-1365 for information.

FLORIDA LITERACY COALITION, INC

CLASSIFICATION OF CALLS



	Tutor Calls	Student Calls	Technical Assistance	Totals
July	63	1189	135	1387
August	51	870	103	1024
September	88	2311	267	2666
October	35	1417	162	1614
November	20	889	100	1009
December	28	687	75	709
January	35	688	80	803
February	26	669	74	769
March	16	910	101	1027
April	24	817	91	932
May	19	788	88	895
June	22	1200	130	1352
Total	427	13135	1406	14,268

TAKE YOUR PICK FROM A GREAT SELECTION!

A Celebration of Literacy Events

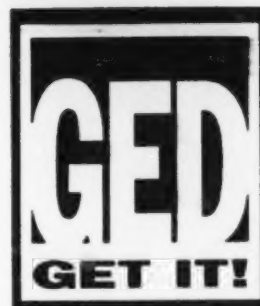
9-3 to 10-15	Learn To Read (904) 353-0288	<i>Kiss The Pig for Literacy</i> Jacksonville
9-8	Florida Literacy Coalition Anita Rodgers, (800) 237-5113	<i>GED Get It!</i> Dates to air on PBS television stations page 5
9-8	Adult Literacy Services of Indian River Cty. Karen Fuegel, (407) 778-2223 Ralph Richards, (407) 778-2223	<i>Literacy -- It Isn't Easy!</i> Open House, Vero Beach Indian River Cty. Main Library
9-8	Hillsborough County Public Schools Joe Perez, (813) 276-5654	<i>Read To Me</i> logo sticker day
9-8	Polk County Adult Education Margaret Anne Gates, (813) 682-6401	<i>Celebrate Success</i> , Posters and Doorknob hangers
9-8	Panhandle Library Literacy Consortium Elsie Swafford, (904) 547-4842	<i>VISTA Recognition Luncheon</i> Blountstown
9-8	Pensacola Junior College Iowana Whitman-Tims (904) 484-2120	<i>Release of PSAs & Outreach</i> Pensacola
9-8	Treasure Coast Literacy Dr. Elizabeth Mayer, (407) 462-4796	<i>Celebrate Success</i> , Posters and Doorknob hangers
9-8	District School Board of Pasco County Linda Wahl, (904) 567-2084	<i>Book Fair</i> in Quail Hollow
9-9	READ Pinellas, Inc. Gloria Bradley, (813) 393-5447	<i>Spelldown '93</i> (spelling bee) Las Fontanas, Clearwater
9-10	Brevard Adult Literacy Volunteers (407) 633-1809	<i>World Literacy Day</i> benefit dinner Holiday Inn, Titusville
9-11	Bradford County Adult & Community Ed. Clarence DeSue, Jr. (904) 964-6800	<i>Family Literacy Fair</i> , Bradford Library; Wal-Mart in Starke
9-11	Pasco County Reading Assistance Program St. Petersburg Times; Sheriff's Department Nanci Denamen, (813) 836-3471	<i>Family Reading Carnival</i> Afro American Club, Pine Hill Road, Port Richey
9-13 to 9-17	Pasco County Reading Assistance Program Linda Wahl, (904) 567-2084	<i>RAP Display</i> Dade City Library
9-14	Childbirth Education Association Sandy Arpen, (904) 724-6694	<i>Raising a Reader</i> Jacksonville
9-14	Sun-Sentinel, Broward Cty. Main Library Bonnie Gross (305) 356-4352	<i>International Literacy Day</i> Tutor & student recognition
9-18	Miami-Dade Community College Mara C. Smith (305) 237-1457	<i>Tutor/Student Recognition Luncheon</i> , Miami
9-18	The Palm Beach County Literacy Coalition Darlene Kostrub, (407) 820-2556	<i>The Great Grown-Up Spelling Bee</i> Boynton Beach Mall
9-30	Learn To Read Volunteers of Broward County AFLO, Friends of Literacy through Libraries Mary B. Johnson, (305) 765-4930	<i>Biennial Conference on Literacy</i> Fort Lauderdale
9-30	Jacksonville Literacy Coalition Donna Holoka, (904) 391-4107	<i>Leaders for Literacy Spelling Bee</i> Jacksonville



BROADCAST SCHEDULE

FLORIDA PBS STATIONS

GED GET IT!



<u>Station/Contact/Phone</u>	<u>City</u>	<u>Day/Date</u>	<u>Time</u>
WMFE - Channel 24 Marie	Orlando (407) 273-2300, Ext. 171	Monday, 9-6 Tuesday, 9-7	9:00 P.M. 2:00 P.M.
WSRE - Channel 23 Station Manager	Pensacola (904) 484-1200	Wednesday 9-8-93	9:00 P.M. Central 10:00 P.M. Eastern
WEDU - Channel 3 Annette DeLisle	Tampa (813) 254-9338	Wednesday 9-8-93	10:00 P.M.
WXEL - Channel 42 Laura Mall	West Palm Beach (407) 737-8000	Wednesday 9-8-93	10:00 P.M.
WLRN - Channel 17 Steve Weisburg	Miami (305) 995-1717	Tuesday 9-7-93	9:00 P.M.
WPBT - Channel 2 Jack Gibson	Miami (305) 949-8321	Wednesday 9-8-93	10:00 P.M.
WUSF - Channel 16 Susan Geiger	Tampa (813) 974-4000	Will air in December	
WSFP - Channel 30 Terry Dugas	Bonita Springs (813) 598-9737	Wednesday 9-8-93	10:00 P.M.
WCEU - Channel 15 Suzy Swallows	Daytona Beach (904) 254-4495	Wednesday 9-8-93	10:00 P.M.
WUFT - Channel 5 Vicki Villines	Gainesville (904) 392-5551	Wednesday 9-8-93	10:00 P.M.
WJCT - Channel 7 Dick Hoyer	Jacksonville (904) 353-7770	Wednesday 9-8-93	10:00 P.M.
WFSU - Channel 11 Carol Schave	Tallahassee (904) 487-3170	Wednesday 9-8-93	7:00 P.M. Central 8:00 P.M. Eastern
WFSG - Channel 56 Carol Schave	Panama City (904) 487-3170	Wednesday 9-8-93	7:00 P.M. Central 8:00 P.M. Eastern

LITERACY HAPPENINGS

ACE of Florida Conference

September 22-24, 1993

St. Petersburg, Florida

Jacqueline Batts

(904) 487-0767

FRA 1993 Annual Conference

October 13-16, 1993

Innisbrook, Tarpon Springs

Jacqueline Comas

(904)392-0751

Third Biennial Literacy Conference

September 30, October 1-2, 1993

Fort Lauderdale, Florida

READ Campaign, (305) 765-4271

1994 Florida Literacy Conference

January 26-28, 1994

Marina Hotel at St. Johns Place

Jacksonville, Florida

Anita S. Rodgers

Florida Literacy Coalition, Inc.

(407) 246-7110

I'll Be There

If ever there's a moment
When you need a friend to listen
If ever someone can reach out
To dry the tears that glisten
I'll be there.

If ever you have special needs
And hope someone will see them.
If ever you have secrets
And would like a friend to free them.
I'll be there.

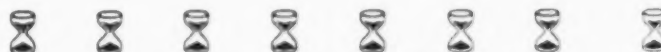
If you just need encouragement
To help you on the way.
If you just need a cheerful voice
To pull you through the day.
I'll be there.

If you need one who cares a lot
And thinks about you often.
If you need one who shares your hopes,
Your worries so soften.
I'll be there.

If you like to be yourself,
With someone who respects you.
If you need one who understands you,
How all of life affects you,
I'll be there.

Rachel V. Tilley

Student Writing
Columbia Literacy Council
Lake City, Florida



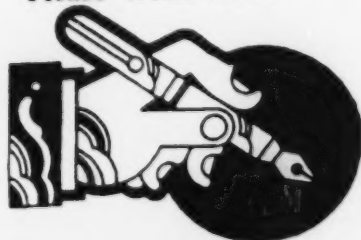
Time is Running Out!

*Presenter forms for the 1994 Florida
Literacy Conference are due
August 27, 1993*

Florida Literacy Coalition, Inc.
934 North Magnolia, Box 2
Orlando, Florida 32803-3854
Literacy Hotline: 800-237-5113

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Please Write Soon!



Deadline Date:
October 1, 1993

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